



2012 Operating Budget

Adopted November 21, 2011

2012 Capital Budget

Adopted December 5, 2011

City of Monona

MAYOR

Robert E. Miller

CITY COUNCIL

James Busse

Dennis Kugle

Scott Munson

Chad Speight

Jeffrey Wiswell, Sr.

Douglas Wood

CITY ADMINISTRATOR

Patrick S. Marsh

FINANCE DIRECTOR

Marc Houtakker

2012 BUDGET SUMMARY

	2011 BUDGET	2012 BUDGET	AMOUNT INC/(DEC)	PERCENT INC/(DEC)
GENERAL FUND				
Revenues				
Levy	\$ 2,250,371	\$ 2,378,447	\$ 128,076	5.69%
Other Revenues				
Taxes (other than property taxes)	425,620	455,620	30,000	7.05%
Intergovernmental revenues	1,120,462	1,058,919	(61,543)	-5.49%
Licenses and permits	159,550	160,150	600	0.38%
Fines, forfeits and penalties	165,000	165,000	-	0.00%
Public charges for services	66,950	69,650	2,700	4.03%
Intergovernmental charges	65,000	67,000	2,000	3.08%
Miscellaneous revenues	255,230	290,600	35,370	13.86%
Other financing sources	172,379	172,379	-	0.00%
Appropriated fund balance	<u>36,318</u>	<u>55,557</u>	<u>19,239</u>	<u>100.00%</u>
Total Other Revenues	2,466,509	2,494,875	28,366	1.15%
Expenditures				
Legislative	19,537	19,527	(10)	-0.05%
Judicial	60,535	62,610	2,075	3.43%
Legal	109,100	116,500	7,400	6.78%
Executive Office	111,145	113,958	2,813	2.53%
Clerk's Office	68,455	68,702	247	0.36%
Finance Office	98,523	98,651	128	0.13%
General Government	341,070	379,334	38,264	11.22%
General Buildings & Plant	165,387	166,757	1,370	0.83%
Law Enforcement	1,977,700	2,059,607	81,907	4.14%
Fire Protection	398,718	401,398	2,680	0.67%
Inspections	70,000	67,000	(3,000)	-4.29%
Emergency Communications	325,471	351,700	26,229	8.06%
Engineering	44,463	45,504	1,041	2.34%
Public Works	658,398	649,216	(9,182)	-1.39%
Parks	178,996	184,528	5,532	3.09%
Planning	<u>89,382</u>	<u>88,329</u>	<u>(1,053)</u>	<u>-1.18%</u>
TOTAL	\$4,716,879	4,873,322	\$156,443	3.32%

Expenditure Restraint Estimates

Actual Percentage Increase	3.32%	
Estimated Allowed Increase	3.90%	
Actual amount under/(over) the allowed increase	\$ 27,515	
Interim Rate with TID out	5.79764300	Must be 5 or greater

Working Capital Percentages

17.5% Reserve for Working Capital	\$ 852,831	\$ 901,565	
Estimated Fund Balance 12/31/11	\$ 977,069		\$ 75,504
Designated to Capital Project fund	\$ -		
Difference	(\$124,238)		
Estimated Reserve Percentage -2012	18.91%		
Actual Reserve Percentage -2012	20.71%		

	2011 BUDGET	2012 BUDGET	AMOUNT INC/(DEC)	PERCENT INC/(DEC)
LIBRARY				
Levy	\$ 438,957	\$ 440,286	\$ 1,329	0.30%
Revenues	\$ 291,059	\$ 291,878	\$ 819	0.28%
TOTAL	\$ 730,016	\$ 732,164	\$ 2,148	0.29%
Expenditures	\$ 730,016	\$ 732,164	\$ 2,148	0.29%
COMMUNITY RECREATION SERVICES				
Levy	\$ 373,003	\$ 383,888	\$ 10,885	2.92%
Other Revenues	\$ 330,300	\$ 315,650	\$ (14,650)	-4.44%
TOTAL	\$ 703,303	\$ 699,538	\$ (3,765)	-0.54%
Expenditures	\$ 703,303	\$ 699,538	\$ (3,765)	-0.54%
AMBULANCE				
Levy	\$ 133,572	\$ 135,557	\$ 1,985	1.49%
Other Revenues	\$ 236,000	\$ 287,167	\$ 51,167	21.68%
Applied Fund Balance	\$ 35,571	\$ -	\$ (35,571)	-100.00%
TOTAL	\$ 405,143	\$ 422,724	\$ 17,581	4.34%
Expenditures	\$ 405,143	\$ 422,724	\$ 17,581	4.34%
DEBT SERVICE				
Levy	\$ 1,613,894	\$ 1,586,900	\$ (26,994)	-1.67%
Other Revenues	\$ 82,000	\$ 127,000	\$ 45,000	54.88%
Applied Fund Balance	\$ 120,000	\$ -	\$ (120,000)	-100.00%
TOTAL	\$ 1,815,894	\$ 1,713,900	\$ (101,994)	-5.62%
Expenditures	\$ 1,815,894	\$ 1,713,900	\$ (101,994)	-5.62%
DEBT SERVICE - LIBRARY EXPANSION				
Levy	\$ 229,006	\$ 248,006	\$ 19,000	8.30%
Other Revenues	\$ -	\$ -	\$ -	N/A
TOTAL	\$ 229,006	\$ 248,006	\$ 19,000	8.30%
Expenditures	\$ 229,006	\$ 248,006	\$ 19,000	8.30%
SOLID WASTE DISPOSAL FUND				
Levy	\$ 302,773	\$ 174,800	\$ (127,973)	-42.27%
Other Revenues	\$ 53,000	\$ 225,208	\$ 172,208	324.92%
TOTAL	\$ 355,773	\$ 400,008	\$ 44,235	12.43%
Expenditures	\$ 355,773	\$ 202,329	\$ (153,444)	-43.13%

	2011 BUDGET	2012 BUDGET	AMOUNT INC/(DEC)	PERCENT INC/(DEC)
TRANSIT				
Levy	\$ 46,690	\$ 46,381	\$ (308)	-0.66%
Other Revenues	\$ 140,160	\$ 162,672	\$ 22,511	16.06%
TOTAL	\$ 186,850	\$ 209,053	\$ 22,203	11.88%
Expenditures	\$ 186,850	\$ 209,053	\$ 22,203	11.88%

Total Revenues (Without City Levy)	\$ 3,599,028	\$ 3,904,450	\$ 305,421	8.49%
Total Expenditures	\$ 9,142,864	\$ 9,101,036	\$ (41,828)	-0.46%
City Property Tax Levy	\$ 3,545,366	\$ 3,559,359	\$ 13,994	0.39%
General Debt Service	\$ 1,613,894	\$ 1,586,900	\$ (26,994)	-1.67%
Library Expansion Debt Service	\$ 229,006	\$ 248,006	\$ 19,000	8.30%
Total City Property Tax Levy	\$ 5,388,266	\$ 5,394,265	\$ 6,000	0.11%
Property Tax Freeze		\$ 52,459		
Actual Percentage Increase		0.11%		
Actual Dollar Increase		\$ 6,000		
Allowed Increase		0.00%		
Allowed Dollar Increase		\$ -		
Tax Rate per \$1,000 of Assessed Value	\$ 5.19	\$ 5.43	\$ 0.24	4.69%
Library Exp. Debt Service of Assessed	\$ 0.23	\$ 0.26	\$ 0.03	12.95%
Total Tax Rate per \$1,000 of assessed	\$ 5.42	\$ 5.690432	\$ 0.27	5.04%
Equalized Tax Rate	\$ 4.97	\$ 5.43	\$ 0.46	9.35%

OTHER FUNDS OF THE CITY

	2011 BUDGET	2012 BUDGET	AMOUNT INC/(DEC)	PERCENT INC/(DEC)
COMMUNITY DEVELOPMENT AUTHORITY				
Levy	\$ -	\$ -	\$ -	N/A
Revenues	\$ 112,081	\$ 108,700	\$ (3,381)	-3.02%
TOTAL	\$ 112,081	\$ 108,700	\$ (3,381)	-3.02%
Expenditures	\$ 112,081	\$ 104,155	\$ (7,926)	-7.07%
TIF DISTRICT NO. 2 Debt Service				
Increment	\$ 1,400,000	\$ 1,400,000	\$ -	0.00%
Revenues	\$ 8,300	\$ 8,300	\$ -	0.00%
TOTAL	\$ 1,408,300	\$ 1,408,300	\$ -	0.00%
Expenditures	\$ 183,844	\$ 1,408,300	\$ 1,224,456	666.03%

	2011 BUDGET	2012 BUDGET	AMOUNT INC/(DEC)	PERCENT INC/(DEC)
Capital Projects				
Levy	\$ -	\$ -	\$ -	N/A
Applied Fund Balance	\$ -	\$ 2,404,500	\$ 2,404,500	N/A
Other Revenues	\$ 3,334,319	\$ -	\$ (3,334,319)	-100.00%
TOTAL	\$ 3,334,319	\$ 2,404,500	\$ (929,819)	-27.89%
Expenditures	\$ 3,334,319	\$ 2,404,500	\$ (929,819)	-27.89%
TID #2 Capital				
Increment	\$ -	\$ -	\$ -	N/A
Revenues	\$ -	\$ -	\$ -	N/A
TOTAL	\$ -	\$ -	\$ -	#DIV/0!
Expenditures	\$ -	\$ -	\$ -	N/A
TID #3 Capital				
Increment	\$ 40,000	\$ -	\$ (40,000)	N/A
Revenues	\$ -	\$ -	\$ -	N/A
TOTAL	\$ 40,000	\$ -	\$ (40,000)	-100.00%
Expenditures	\$ -	\$ -	\$ -	N/A
TID #4 Capital				
Increment	\$ 334,000	\$ 334,000	\$ -	N/A
Revenues	\$ 10,500	\$ 10,500	\$ -	0.00%
TOTAL	\$ 344,500	\$ 344,500	\$ -	0.00%
Expenditures	\$ 712,435	\$ 713,400	\$ 965	0.14%
TID #5 Capital				
Increment	\$ -	\$ -	\$ -	N/A
Revenues	\$ -	\$ 280,000	\$ 280,000	N/A
TOTAL	\$ -	\$ 280,000	\$ 280,000	#DIV/0!
Expenditures	\$ -	\$ 280,000	\$ 280,000	N/A
Parkland Project				
Revenues	\$ -	\$ -	\$ -	#DIV/0!
Expenditures	\$ -	\$ -	\$ -	#DIV/0!
WATER UTILITY				
Revenues	\$ 1,486,000	\$ 1,524,000	\$ 38,000	2.56%
Expenditures	\$ 1,331,780	\$ 1,401,621	\$ 69,841	5.24%
SEWER UTILITY				
Revenues	\$ 1,125,000	\$ 1,118,000	\$ (7,000)	-0.62%
Expenditures	\$ 1,020,134	\$ 1,003,542	\$ (16,592)	-1.63%
STORM WATER UTILITY				
Revenues	\$ 472,974	\$ 445,098	\$ (27,876)	106.26%
Expenditures	\$ 454,625	\$ 441,882	\$ (12,743)	102.88%
CATV				
Revenues	\$ 148,484	\$ 144,773	\$ (3,711)	-2.50%
Expenditures	\$ 148,484	\$ 144,773	\$ (3,711)	-2.50%

TIF INCREMENT CALCULATIONS

	Apportioned Levy	Equalized Value Less TID Value	Interim Rate	Equalized Value With TID Value	Amount to Be Levied	2012 Tax Increment	2011 Tax Increment	\$ INCREASE	% INCREASE
DANE COUNTY	\$ 2,682,322.91	930,423,800	0.002882904	\$ 1,034,997,700	\$ 2,983,799.01	\$ 301,476.10	\$ 226,518.01	\$ 74,958.09	33.09%
MONONA GROVE SCHOOL DISTRICT	\$ 12,157,043.00	929,732,246	0.013075854	\$ 1,034,306,146	\$ 13,524,436.16	\$ 1,367,393.16	\$ 1,058,204.92	\$ 309,188.24	29.22%
MATC	\$ 1,590,503.77	930,423,800	0.001709440	\$ 1,034,997,700	\$ 1,769,266.47	\$ 178,762.70	\$ 120,568.90	\$ 58,193.80	48.27%
CITY OF MONONA	<u>\$ 5,394,265.23</u>	<u>930,423,800</u>	<u>0.005797643</u>	<u>\$ 1,034,997,700</u>	<u>\$ 6,000,547.17</u>	<u>\$ 606,281.94</u>	<u>\$ 419,871.14</u>	<u>\$ 186,410.80</u>	<u>44.40%</u>
TOTAL FOR TAX INCREMENT	\$ 21,824,134.91	930,423,800	0.023465841	\$ 1,034,997,700	\$ 24,278,048.81	\$ 2,453,913.90	\$ 1,825,162.97	\$ 628,750.93	34.45%
STATE OF WISCONSIN					\$ 175,645.45				
MADISON SCHOOL DISTRICT					<u>\$ 7,945.00</u>				
TOTAL FOR AMOUNT TO BE LEVIED					\$ 24,461,639.26				

Equalized Value per District	Increment Value	Tax Increment
TIF #2	61,104,200	1,433,861.08
TIF #4	13,592,100	318,949.98
TIF #5	21,621,400	507,364.21
TIF #6	8,256,200	193,738.63
	<u>104,573,900</u>	<u>2,453,913.90</u>

CITY OF MONONA

TAX RATE WORK SHEET--2011 TAX ROLL COLLECTED IN 2012

GENERAL TAXES	AMOUNT NEEDED	ASSESSED REAL ESTATE TAX BASE	ASSESSED PERSONAL PROPERTY	ASSESSED TOTAL TAX BASE	2012 MILL RATE	2011 MILL RATE	% INCREASE	\$ INCREASE
STATE OF WISCONSIN	\$ 175,645.45	1,024,565,588	29,932,100	1,054,497,688	0.166568	0.179033	-6.962%	(\$0.01)
DANE COUNTY	\$ 2,983,799.01	1,024,565,588	29,932,100	1,054,497,688	2.829593	2.922673	-3.185%	(\$0.09)
CITY OF MONONA	\$ 6,000,547.17	1,024,565,588	29,932,100	1,054,497,688	5.690432	5.417431	5.039%	\$0.27
MATC	\$ 1,769,266.47	1,024,565,588	29,932,100	1,054,497,688	1.677829	1.555656	7.853%	\$0.12
MONONA GROVE SCHOOLS	\$ 13,524,436.16	1,023,860,988	29,932,100	1,053,793,088	12.834053	13.653595	-6.002%	(\$0.82)
MADISON SCHOOLS	<u>\$ 7,945.00</u>	<u>704,600</u>	<u>-</u>	<u>704,600</u>	<u>11.275901</u>	<u>11.671808</u>	<u>-3.392%</u>	<u>(\$0.40)</u>
TOTAL NEEDED	\$ 24,461,639.26							
GROSS MILL RATE-MG					23.198474	23.728388	-2.2332%	(\$0.53)
GROSS MILL RATE-MSD					21.640322	21.746601	-0.4887%	(\$0.11)
<hr/>								
STATE CREDITS								
STATE SCHOOL TAX CREDIT	\$2,142,611.15	1,024,565,588	29,932,100	1,054,497,688	-2.031878	-1.997743	1.7087%	(\$0.03)
<hr/>								
NET MILL RATE			MG SCHOOL DISTRICT		21.166595	21.730645	-2.5956%	(\$0.56)
			MADISON SCHOOL DISTRICT		19.608444	19.748858	-0.7110%	(\$0.14)

**2012 BUDGET
ASSESSED VALUE AND LEVY ASSUMPTIONS**

<u>EQUALIZED VALUE</u>						<u>ASSESSED VALUE</u>				
		2012	2011	% INCREASE		RE	PP	TOTAL		
Equalized Value without TID	E	\$930,423,800	\$1,049,694,400	-11.36%	A 10 ASSESSED VALUE	1,040,653,788	31,862,000	1,072,515,788		
Equalized Value with TID	E	\$1,034,997,700	\$1,131,457,500	-8.53%	A 11 ASSESSED VALUE	1,024,565,588	29,932,100	1,054,497,688		
Increment		\$104,573,900	\$81,763,100	27.90%		(16,088,200)	(1,929,900)	(18,018,100)		
						-1.55%	-6.06%	-1.68%		
<u>BUDGETED LEVY</u>		2012	2011	% INCREASE	\$ INCREASE	<u>MDS SCHOOL DISTRICT</u>				
ILLEGAL TAXES	E \$	-	-	N/A	\$ -	A 10 ASSESSED VALUE	RE 676,200	PP 0	TOTAL 676,200	
GENERAL	E	2,378,447	2,250,371	5.69%	128,076	A 11 ASSESSED VALUE	704,600	0	704,600	
LIBRARY	E	440,286	438,957	0.30%	1,329					
AMBULANCE	E	135,557	133,572	1.49%	1,985					
DEBT SERVICE	E	1,586,900	1,613,894	-1.67%	(26,994)					
DEBT SERVICE - LIB EXPANSION	E	248,006	229,006	8.30%	19,000					
TRANSIT	E	46,381	46,690	-0.66%	(308)					
COMMUNITY RECREATION	E	383,888	373,003	2.92%	10,885					
SOLID WASTE DISPOSAL	E	174,800	302,773	-42.27%	(127,973)					
CAPITAL	E	-	-	N/A	-					
TOTAL LEVY		\$ 5,394,265	\$ 5,388,266	0.11%	\$ 6,000					
						<u>TAX CREDITS</u>				
						2012	2011	\$ INCREASE % INCREASE		
						E School Tax Cr.	\$2,142,611.15	\$2,142,611.15	\$0.00 0.00%	
						<u>LOTTERY CREDIT</u>				
						2012	2011	\$ INCREASE		
						E MG Schools	\$112.60	\$112.60	\$0.00	
						E Madison Schools	\$96.26	\$96.26	\$0.00	
						A MG Equalized Value w/o TIF		929,732,246		
						A MG Equalized Value with TIF		1,034,306,146		
<u>TAXING JURISDICTION</u>		2012	2011	% INCREASE	\$ INCREASE					
DANE COUNTY	E \$	2,682,322.91	2,908,094.48	-7.76%	(225,771.57)					
MG SCHOOLS	E \$	12,157,043.00	13,576,197.00	-10.45%	(1,419,154.00)					
MADISON SCHOOLS	E \$	7,945.00	7,945.00	0.00%	-					
MATC	E \$	1,590,503.77	1,547,896.43	2.75%	42,607.34	A CURRENT YEAR ASSESSMENT RATIO		100.01%		
CITY OF MONONA	E \$	5,394,265.23	5,388,265.55	0.11%	5,999.69	A PRIOR YEAR ASSESSMENT RATIO		95.75%		
STATE OF WISCONSIN	E \$	175,645.45	192,015.26	-8.53%	(16,369.81)					
TOTAL LEVY		\$ 22,007,725.36	\$ 23,620,413.72	-6.83%	\$ (1,612,688)	E EXPENDITURE RESTRAINT		4.30%		
E-ESTIMATED						E AVERAGE HOME VALUE	\$	270,700		
A-ACTUAL										

**PUBLIC HEARING NOTICE
CITY OF MONONA EXECUTIVE BUDGET SUMMARY**

NOTICE IS HEREBY GIVEN of a public hearing on the 2012 executive budget to be held before the City Council on Monday November 7, 2011 and Monday, November 21, 2011 at 7:30 p.m. in the Community Room at the Monona Public Library, 1000 Nichols Road, Monona, WI, 53716. The City of Monona's detailed executive budget summary is available for public inspection at City Hall, 5211 Schluter Road from 8:00 a.m. - 5:00 p.m., Monday-Friday.

2012 EXECUTIVE BUDGET SUMMARY

General Fund					Percentage		
	2011	2011	2012	Change	Increase		
	Budget	Year End	Proposed	Increase	(Decrease)		
Revenues							
Taxes (other than property taxes)	425,620	405,420	455,620			(20,200)	
Intergovernmental revenues	1,120,462	1,178,230	1,058,919			57,768	
Licenses and permits	159,550	160,544	160,150			994	
Fines, forfeits and penalties	165,000	155,000	165,000			(10,000)	
Public charges for services	66,950	68,194	69,650			1,244	
Intergovernmental charges	65,000	67,902	67,000			2,902	
Miscellaneous revenues	255,230	311,018	290,600			55,788	
Other financing sources	172,379	172,379	172,379			-	
Appropriated fund balance	<u>36,318</u>	<u>-</u>	<u>55,557</u>			(36,318)	
Total Revenues	2,466,509	2,518,687	2,494,875	1.15%		52,178	
Expenditures							
General Government	946,410	950,557	1,000,198			(4,147)	
Public Safety	2,771,889	2,765,149	2,879,706			6,741	
Public Works	607,731	581,546	611,152			26,184	
Culture, Recreation and Education	178,996	177,520	184,528			1,476	
Conservation and Development	184,512	166,443	171,898			18,069	
Other financing uses	<u>27,341</u>	<u>27,341</u>	<u>25,841</u>			-	
Total Expenditures	4,716,879	4,668,556	4,873,322	3.32%		48,323	
Excess (deficiency) of revenues over expenditures							
	(2,250,370)	(2,149,869)	(2,378,447)			100,501	
Local Property Taxes	<u>2,250,371</u>	<u>2,250,371</u>	<u>2,378,447</u>	5.69%		-	
Net surplus (deficit)	1	100,502	-				
Fund Balance - Beginning of Year	876,566	876,567	977,069			(1)	
Fund Balance - End of Year	876,567	977,069	921,512			100,501	
						250,501	
Special Revenue Funds							
	Library	Community Recreation	CATV	Ambulance	Solid Waste	CDA	Totals
Total Revenues	291,878	315,650	144,773	287,167	225,208	108,700	1,373,376
Total Expenditures	<u>732,164</u>	<u>699,538</u>	<u>144,773</u>	<u>422,724</u>	<u>202,329</u>	<u>104,155</u>	<u>2,305,683</u>
Excess (deficit)	(440,286)	(383,888)	-	(135,557)	22,879	4,545	(932,307)
Balance - Jan 1	124,789	-	71,955	149,528	(6,155)	(23,790)	316,327
Balance - Dec 31	124,789	-	71,955	149,528	191,524	(19,245)	518,551
Property Tax	440,286	383,888	-	135,557	174,800	-	1,134,531
Debt Service Funds							
	General	Library	TID #2	Totals			
Total Revenues	127,000	-	1,408,300	1,535,300			
Total Expenditures	<u>1,713,900</u>	<u>248,006</u>	<u>1,408,300</u>	<u>3,370,206</u>			
Excess (deficit)	(1,586,900)	(248,006)	-	(1,834,906)			
Balance - Jan 1	90,143	2,609	-	92,752			
Balance - Dec 31	90,143	2,609	-	92,752			
Property Tax	1,586,900	248,006	-	1,834,906			

Capital Projects Funds	General	TID #2	TID #3	TID #4	TID #5	Totals
Total Revenues	-	-	-	713,400	-	713,400
Total Expenditures	2,404,500	-	-	713,400	-	3,117,900
Excess (deficit)	(2,404,500)	-	-	-	-	(2,404,500)
Balance - Jan 1	4,879,835	-	-	1,961,857	414,278	7,255,970
Balance - Dec 31	2,475,335	-	-	1,961,857	414,278	4,851,470
Property Tax	-	-	-	-	-	-

Enterprise Funds	Water Utility	Sewer Utility	Mass Transit	Stormwater Utility	Totals
Total Revenues	1,524,000	1,118,000	162,672	\$445,098	\$3,249,770
Total Expenditures	1,401,621	1,003,542	209,053	\$441,882	\$3,056,098
Excess (deficit)	122,379	114,458	(46,381)	\$3,216	\$71,293
Retained Earnings- Jan 1	6,393,686	2,552,927	(53,757)	1,810,707	\$10,703,563
Retained Earnings - Dec 31	6,516,065	2,667,385	(53,757)	\$1,810,707	\$10,940,400
Property Tax	\$0	\$0	\$46,381	\$0	\$46,381

BUDGET SUMMARY

	2011 Budget	2012 Proposed	Difference	
			Amount	Percentage
Total Revenues without Tax Levy	\$3,599,028	3,904,450	\$305,421	8.49%
Total Expenditures	\$9,142,864	\$9,101,036	(\$41,828)	-0.46%

The City's total property tax levies are summarized as follows:

	Actual Levy 2011	Proposed Levy 2012	Difference	
			Amount	Percentage
General Fund	\$ 2,250,371	\$ 2,378,447	\$128,076	5.69%
Library	438,957	440,286	1,329	0.30%
Ambulance	133,572	135,557	1,985	1.49%
Debt Service	1,613,894	1,586,900	(26,994)	-1.67%
Debt Service - Library Expansion	229,006	248,006	19,000	8.30%
Mass Transit	46,690	46,381	(308)	-0.66%
Community Recreation	373,003	383,888	10,885	2.92%
Solid Waste Desposal Fund	302,773	174,800	(127,973)	-42.27%
Capital Projects	-	-	-	N/A
Total Levy	\$ 5,388,266	\$ 5,394,265	\$ 6,000	0.11%
Total without Library Debt levy	\$ 5,159,260	\$ 5,146,259	\$ (13,000)	-0.25%
Tax Rate per \$1,000				
Assessed Rate	\$5.19	\$5.43	\$0.24	4.69%
Equalized Rate	\$4.97	\$5.43	\$0.46	9.35%
Library Debt Assessed Rate	\$0.23	\$0.26	\$0.03	12.95%
City Assessed Rate	\$5.19	\$5.43	\$0.23	4.49%
Total Assessed Rate	\$5.42	\$5.69	\$0.27	4.99%

The City's outstanding general obligation debt at December 31, 2010 is \$34,805,000.

NOTE: THE PROPOSED RATE FOR MUNICIPAL PURPOSES IS \$5.81 PER \$1,000 OF ASSESSED VALUATION. FOR EXAMPLE, AN HOME ASSESSED AT \$263,000 (\$5.81X 263) WOULD PAY \$1,5286.03

Expenditure Restraint Estimates	
Actual Percentage Increase	3.32%
Estimated Allowed Increase	3.90%
Working Capital Percentages	
17.5% Reserve for Working Capital	\$852,831
Estimated Fund Balance 12/31/11	\$977,069
Difference	(\$124,238)
Actual Reserve Percentage -2012	20.71%

CITY OF MONONA
Tax Bill From ONLY The City
For Assessed Home ATf \$263,000

	Year 2011	Year 2010
Average Assessed Home	\$ 262,579.00	\$ 270,700.00
City of Monona's Mill Rate		
Mill Rate For Library Expansion Debt Service \$ 0.26		\$ 0.23
Mill Rate For All Other Funds \$5.43		\$5.19
Total Mill Rate for the City	\$ 5.69043	\$ 5.42
Total CITY Tax Levy	\$ 1,494.19	\$ 1,467.19
Total City Charges	\$ 1,494.19	\$ 1,467.19
Increase from 2010	\$ 26.99	

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET	
TAXES											
100-41-41110-000	GENERAL PROPERTY TAXES	2,198,795	\$2,151,579	2,410,793	2,250,371	2,250,371	2,250,371	2,206,114	2,308,980	2,378,447	2,378,447
TAXES (OTHER THAN PROPERTY TAXES)											
100-41-41110-100	OMITTED TAXES	-	-	-	-	-	-	-	-	-	-
100-41-41140-000	MOBILE HOME FEES	-	-	-	-	-	-	-	-	-	-
100-41-41210-000	PUBLIC ACCOMMODATION TAXES	233,410	186,940	179,245	49,680	180,000	200,000	180,000	180,000	180,000	180,000
100-41-41220-000	GENERAL SALES TAX DISCOUNT	72	14	447	-	120	120	120	120	120	120
100-41-41310-000	TAXES FROM CITY OWNED UTILITY	169,348	183,987	216,488	-	180,000	180,000	230,000	230,000	230,000	230,000
100-41-41320-000	TAXES FROM OTHER EXEMPT ENTITIES	38,825	39,670	40,029	35,211	45,000	45,000	45,000	45,000	45,000	45,000
100-41-41800-000	INTEREST & PENALTIES ON TAXES	2	22	4	208	300	500	500	500	500	500
---		441,657	\$410,633	436,213	85,099	405,420	425,620	455,620	455,620	455,620	\$455,620
INTERGOVERNMENTAL REVENUES											
100-43-43410-000	SHARED REVENUES	181,630	181,492	155,178	-	154,965	154,965	133,199	133,199	133,199	133,199
100-43-43420-000	FIRE INSURANCE	28,444	29,428	31,026	33,569	33,569	30,000	30,000	30,000	30,000	30,000
100-43-43570-000	CULTURE AND RECREATION GRANT	-	-	-	-	-	-	-	-	-	-
100-43-43520-000	PUBLIC SAFETY AIDS	28,116	31,144	23,308	-	-	-	-	-	-	-
100-43-43530-000	TRANSPORTATION AIDS	453,540	487,181	528,852	304,090	608,179	608,179	608,179	608,179	547,362	547,362
100-43-43550-000	STATE DISASTER AIUD	2,408	-	-	-	18,040	-	-	-	-	-
100-43-43580-000	OTHER STATE GRANTS	25,905	2,813	4,008	36,159	36,159	-	-	-	-	-
100-43-43600-000	EXPENDITURE RESTRAINT PROGRAM	-	-	3,342	-	12,318	13,358	13,358	13,358	13,358	13,358
100-43-43600-100	EXEMPT COMPUTER AID	168,898	196,987	205,604	-	315,000	315,000	315,000	315,000	335,000	335,000
---		888,941	\$929,045	951,318	373,818	1,178,230	1,120,462	1,099,736	1,099,736	1,058,919	1,058,919
LICENSES AND PERMITS											
100-44-44110-000	LIQUOR & MALT BEVERAGE LICENSES	20,111	20,595	21,295	22,030	22,030	21,000	22,000	22,000	22,000	22,000
100-44-44120-100	CIGARETTE LICENSES	2,200	1,800	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400
100-44-44120-200	OPERATORS LICENSES	10,305	8,580	9,005	6,057	9,000	9,400	9,400	9,400	9,400	9,400
100-44-44120-500	AMUSEMENT DEVICE LICENSES	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650
100-44-44120-600	OTHER BUSINESS & OCCUPATIONAL LIC	1,120	1,262	1,244	1,160	1,000	1,000	1,000	1,000	1,000	1,000
100-44-44200-100	BICYCLE LICENSES	40	63	60	28	60	500	100	100	100	100
100-44-44200-200	DOG & CAT LICENSES	2,668	2,651	3,325	345	2,900	3,000	3,000	3,000	3,000	3,000
100-44-44300-100	BUILDING PERMITS	99,260	44,011	48,698	30,707	60,000	63,000	63,000	63,000	63,000	63,000
100-44-44300-200	ELECTRICAL PERMITS	9,474	23,000	15,463	14,463	20,000	20,000	20,000	20,000	20,000	20,000
100-44-44300-300	PLUMBING PERMITS	23,772	6,650	7,287	12,280	17,000	17,000	17,000	17,000	17,000	17,000
100-44-44300-400	HVAC PERMITS	8,745	27,915	12,967	13,017	14,000	11,000	11,000	11,000	11,000	11,000
100-44-44400-000	ZONING PERMITS AND FEES	7,963	6,665	2,900	535	2,000	6,000	6,000	6,000	6,000	6,000
100-44-44500-000	UNDERGROUND STORAGE FEES	1,978	2,386	899	200	1,500	1,500	1,500	1,500	1,500	1,500
100-44-44600-000	EXCAVATION PERMIT	2,750	3,359	5,850	6,500	7,000	2,000	2,000	2,000	2,000	2,000
100-44-44700-000	DRIVEWAY PERMIT	150	100	150	-	100	100	100	100	100	100
100-44-44900-000	OTHER REGULATORY PERMITS & FEES	798	1,213	1,467	380	904	1,000	1,000	1,000	1,000	1,000
---		\$192,984	\$151,900	133,660	110,752	160,544	159,550	160,150	160,150	160,150	160,150

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET

	FINES, FORFEITS AND PENALTIES									
100-45-45110-000	COURT PENALTIES AND COSTS	120,033	142,459	134,767	60,176	140,000	150,000	150,000	150,000	150,000
100-45-45130-000	PARKING VIOLATIONS	15,060	12,140	15,310	9,675	15,000	15,000	15,000	15,000	15,000
100-45-45190-000	OTHER LAW & ORDINANCE VIOLATIONS	-	-	-	-	-	-	-	-	-
---		\$135,093	\$154,599	150,077	69,851	155,000	165,000	165,000	165,000	165,000

	PUBLIC CHARGES FOR SERVICE									
100-46-46100-100	GENERAL GOVERNMENT FEES	8,101	11,086	6,261	2,417	7,000	9,000	9,000	9,000	9,000
100-46-46210-000	LAW ENFORCEMENT FEES	897	1,102	762	313	700	700	700	700	700
100-46-46220-000	FIRE PROTECTION FEES	366	292	1,728	721	1,644	1,600	1,600	1,600	1,600
100-46-46420-000	REFUSE & GARBAGE COLLECTION FEES	-	-	-	-	-	-	-	-	-
100-46-46430-000	WEIGHTS AND MEASURES	3,006	3,424	8,040	-	3,500	3,500	3,500	3,500	3,500
100-46-46720-100	PARK SHELTER RENTALS	14,062	12,432	12,357	12,314	16,500	16,250	16,250	16,250	16,250
100-46-46720-200	CELL TOWER RENTALS	13,520	14,114	16,612	7,699	16,000	14,000	16,000	16,000	16,000
100-46-46720-300	BOAT LAUNCH FEE COLLECTIONS	16,497	21,000	21,000	6,036	21,000	21,000	21,000	21,000	21,000
100-46-46720-400	PARK FIELDS RENTALS	798	1,907	1,799	802	1,800	800	1,500	1,500	1,500
100-46-46720-700	GAB INCENTIVE REVENUE	-	155	(119)	-	-	-	-	-	-
100-47-47320-000	SCHOOL LIAISON OFFICER	54,932	62,915	67,195	-	67,902	65,000	67,000	67,000	67,000
100-46-46900-000	OTHER PUBLIC CHARGES FOR SERVICES	-	5	-	-	50	100	100	100	100
---		\$112,179	\$128,432	135,635	30,302	136,096	131,950	136,650	136,650	136,650

	MISCELLANEOUS REVENUES									
100-48-48110-000	INTEREST & DIVIDENDS INCOME	157,167	49,136	64,156	122,506	40,000	40,000	40,000	40,000	40,000
100-48-48130-000	INTEREST ON UT CHG. ON TAX ROLL	8,443	5,588	1,514	-	6,000	6,000	6,000	6,000	6,000
100-48-48300-100	SALES OF CITY PROPERTY	20,706	5,375	6,758	4,000	10,000	10,000	10,000	10,000	10,000
100-48-48300-200	SALES OF SALVAGE/WASTE PROD	-	-	-	-	-	-	-	-	-
100-48-48400-000	INSURANCE RECOVERIES	18,375	21,930	24,675	14,418	14,418	10,000	10,000	10,000	10,000
100-48-48500-000	DONATION AND CONTRIBUTION	40,000	40,000	40,000	-	40,000	40,000	40,000	40,000	40,000
100-48-48600-000	NEWSLETTER ADVERTISING	-	925	-	-	-	-	-	-	-
100-48-48900-000	MISCELLANEOUS REVENUES	701	1,712	25,394	(97)	600	600	600	600	600
100-48-48900-100	RENT/ LEASE PAYMENTS	88,197	90,670	145,485	156,279	200,000	148,630	184,000	184,000	184,000
100-48-48900-200	DEBT PROCEEDS	-	-	-	-	-	-	-	-	-
---		333,589	215,336	307,982	297,106	311,018	255,230	290,600	290,600	290,600

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
---	TRANSFERS FROM OTHER FUNDS									
100-49-49220-100	-	-	-	-	-	-	-	-	-	-
100-49-49220-200	15,500	15,500	15,500	-	15,500	15,500	15,500	15,500	15,500	15,500
100-49-49220-205	2,000	2,000	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000
100-49-49220-300	16,875	15,982	15,982	-	16,875	16,875	16,875	16,875	16,875	16,875
100-49-49220-500	-	-	-	-	-	-	-	-	-	-
100-49-49240-100	-	-	-	-	-	-	-	-	-	-
100-49-49260-100	87,100	87,100	87,100	-	86,999	86,999	86,999	86,999	86,999	86,999
100-49-49260-200	42,550	43,040	43,220	-	43,005	43,005	43,005	43,005	43,005	43,005
100-49-49260-300	-	-	-	-	-	-	-	-	-	-
100-49-49260-400	8,000	8,000	8,000	-	8,000	8,000	8,000	8,000	8,000	8,000
100-49-49300-000	-	-	-	-	-	36,318	55,557	55,557	55,557	55,557
---	172,025	\$171,622	171,802	-	172,379	208,697	227,936	227,936	227,936	227,936

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET

	EXECUTIVE OFFICE									
100-51-51410-110	EXECUTIVE SALARIES	59,566	61,973	66,358	35,983	62,431	62,431	66,608	66,608	66,608
100-51-51410-119	ADMINISTRATOR INTERN	-	-	-	-	-	-	-	-	-
100-51-51410-117	LONGEVITY PAY	-	-	-	-	-	-	-	-	-
100-51-51410-130	FICA	4,521	4,504	4,675	2,364	4,776	4,776	5,096	5,096	5,096
100-51-51410-131	WISCONSIN RETIREMENT	5,271	5,387	5,967	3,106	6,618	7,242	3,930	3,930	3,930
100-51-51410-132	LIFE & DISABILITY INSURANCE	86	123	144	62	156	156	156	156	156
100-51-51410-133	HEALTH INSURANCE	9,639	12,875	15,574	8,861	15,139	15,139	16,270	16,723	16,723
100-51-51410-134	PROFESSIONAL DEVELOPMENT	3,227	2,188	4,077	2,234	3,500	3,500	3,500	3,500	3,500
100-51-51410-311	NEWSLETTER EXPENSES	3,637	4,864	5,956	3,000	6,500	6,500	6,500	6,500	6,500
100-51-51410-322	LEAGUE OF WI MUNICIPALITIES	3,799	3,557	3,359	3,401	3,401	3,446	3,446	3,446	3,446
100-51-51410-323	DANE COUNTY CITIES AND VILLAGES	2,015	1,995	2,495	2,495	2,500	2,500	2,500	2,500	2,500
100-51-51410-360	VEHICLE MAINT & REPAIR	-	-	-	-	-	-	-	-	-
100-51-51410-370	FUELS & ADDITIVES	302	1,095	1,372	204	1,000	1,000	1,000	1,000	1,000
100-51-51410-390	EXECUTIVE OFFICE OTHER	4,547	4,761	4,408	3,550	4,500	4,500	4,500	4,500	4,500
		<u>96,610</u>	<u>\$103,322</u>	<u>114,385</u>	<u>65,260</u>	<u>110,516</u>	<u>111,145</u>	<u>113,505</u>	<u>113,505</u>	<u>113,958</u>

			CURRENT							
			YEAR		PROPOSED	DIFFERENCE				
---	PERSONNEL		89,744		92,512	3%				
---	NON-PERSONNEL		<u>21,401</u>		<u>21,446</u>	0%				
---	TOTAL		<u>111,145</u>		<u>113,958</u>	3%				

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
FIANANCE DEPARTMENT										
100-51-51421-110	FINANCE'S DEPARTMENT SALARIES	45,983	46,217	47,021	24,751	48,600	48,600	48,647	48,647	48,647
100-51-51421-117	LONGEVITY PAY	-	-	-	-	-	-	-	-	-
100-51-51421-120	OVERTIME	-	-	-	-	-	-	-	-	-
100-51-51421-130	FICA	3,478	3,451	3,500	1,689	3,718	3,718	3,721	3,721	3,721
100-51-51421-131	WISCONSIN RETIREMENT	4,874	4,806	5,161	2,638	5,638	5,638	2,870	2,870	2,870
100-51-51421-132	LIFE & DISABILITY INSURANCE	103	106	105	52	112	112	112	112	112
100-51-51421-133	HEALTH INSURANCE	9,512	10,537	11,748	6,259	12,755	12,755	13,775	13,775	14,100
100-51-51421-134	PROFESSIONAL DEVELOPMENT	636	830	1,585	-	750	1,000	1,000	1,000	1,000
100-51-51421-212	ANNUAL AUDIT & ACCOUNTING SERVICES	12,200	25,300	16,000	-	16,000	16,000	17,500	17,500	17,500
100-51-51421-240	SERVICE CONTRACTS	10,526	8,605	3,190	966	10,000	10,200	10,200	10,200	10,200
100-51-51421-310	OFFICE SUPPLIES	-	-	-	-	-	-	-	-	-
100-51-51421-320	PUBLICATIONS	-	-	-	-	-	-	-	-	-
100-51-51421-350	EQUIPMENT MAINT & REPAIR	371	315	330	289	289	300	300	300	300
100-51-51421-390	OTHER SUPPLIES & EXPENSE	41	547	642	-	122	200	200	200	200
100-51-51421-810	CITY HALL EQUIPMENT	-	-	-	-	-	-	-	-	-
		<u>87,724</u>	<u>100,714</u>	<u>89,282</u>	<u>36,644</u>	<u>97,984</u>	<u>98,523</u>	<u>98,326</u>	<u>98,326</u>	<u>98,651</u>
				CURRENT		PROPOSED		DIFFERENCE		
				YEAR						
	PERSONNEL			70,823		69,451		-2%		
	NON-PERSONNEL			<u>27,700</u>		<u>29,200</u>		5%		
	TOTAL			<u>98,523</u>		<u>98,651</u>		0%		

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

City Clerk

5142

MISSION OF DEPARTMENT:

The mission of the Clerk's Office is to provide efficient and courteous service to the residents of Monona. The City Clerk serves as the custodian of all City records, maintaining accurate and up to date files, administers elections and local licensing procedures, and provides assistance to the City Assessor and Zoning Administrator.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. Train Election Inspectors in new Voter ID law processes.
2. Implement new filing system to accommodate full-page voter registration forms.
3. Administer four to six elections, with Presidential Election in November.
4. Participate on the Publicity Committee for 2012 Wisconsin Municipal Clerks Conference.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Continue recruitment and training for Election Inspectors and improve Election Day training procedures as Legislature continues to enact new regulations.
2. Complete UW Green Bay Municipal Clerks Institute Treasurer Completion Year Four.

SIGNIFICANT PROGRAM CHANGES:

1. Two Special elections in 2011, with the possibility of two Recall Elections in 2012.

GOAL ACHIEVEMENTS IN 2011:

2011 Goal	Method for Measuring Success
Assisted in the County-wide Election Re-Count.	Re-Count results proved Monona's election processes are accurate.
Remanded 2010 Board of Review hearing completed.	Implemented use of handheld voice recorder as a back-up system.
Provided and recorded a training session for 80 Election Inspectors.	Election processes were more accurate, staff was more confident in performing duties.
Administered four elections, two scheduled and two Special.	Four elections conducted according to State Election Laws.
Successfully completed Re-Districting process.	A complete and accurate Ward Plan Map produced that includes 2010 Census population.

GOALS NOT ACHIEVED:

1. Voter registration form filing system not implemented due to time constraints caused by Re-Count and Special Elections.
2. Unable to attend Treasurer Completion year of UW Green Bay Municipal Clerks Institute due to Special Election Primary in July 2011.

CLERK'S OFFICE
ACCOUNT JUSTIFICATIONS

EXPENDITURES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-51-51420-110 CLERK'S OFFICE SALARIES	\$ 33,864	Clerk's office salaries.
100-51-51420-117 LONGEVITY PAY	\$ -0-	
100-51-51420-120 OVERTIME	\$ -0-	
100-51-51420-130 FICA	\$ 2,591	This account includes Social Security at 7.65%.
100-51-51420-131 WISCONSIN RETIREMENT	\$ 2,965	Wisconsin Retirement at 10.4%
100-51-51420-132 LIFE AND DISABILITY INSURANCE	\$ 70	Employer share of contribution.
100-51-51420-133 HEALTH INSURANCE	\$ 11,243	Health Insurance.
100-51-51420-134 PROFESSIONAL DEVELOPMENT	\$ 500	
100-51-51420-310 OFFICE SUPPLIES	\$ 7,300	Office supplies for all General Government Functions.
100-51-51420-312 POSTAGE	\$ 6,469	Postage for all City Hall mailings including tax bills.
100-51-51420-320 PUBLICATIONS	\$ -0-	
100-51-51420-321 PUBLIC NOTICES	\$ 3,700	This account provides for publication of official notices.
100-51-51420-390 OTHER SUPPLIES AND EXPENSES	\$ -0-	This account provides funding for items such as meeting expenses, professional lunches, etc.

CLERK'S OFFICE - ELECTIONS
ACCOUNT JUSTIFICATIONS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-51-51440-111 ELECTION SALARIES	\$ 11,500	Four (4) elections in 2011.
100-51-51440-240 SERVICE CONTRACTS	\$ 1,400	Maintain the election machines and service contract with Dane County.
100-51-51440-312 POSTAGE	\$ 1,000	Postage for absentee ballots and voter verification notices, etc.
100-51-51440-321 PUBLIC NOTICES	\$ 500	Cost associated with publication of election notices.
100-51-51440-340 ELECTION SUPPLIES	\$ 2,700	This account includes costs for printing, supplies, and equipment.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
INFORMATION TECHNOLOGY										
100-51-51450-211	9,495	4,583	3,000	3,750	10,000	14,000	14,000	14,000	14,000	14,000
100-51-51450-240	13,936	13,784	14,182	14,330	14,330	14,250	14,250	14,250	14,250	14,250
100-51-51450-241	3,120	3,120	2,954	1,300	3,150	3,150	3,150	3,150	3,150	3,150
100-51-51450-245	-	-	-	-	-	-	-	-	-	-
100-51-51450-310	2,106	2,378	1,955	1,275	2,500	2,500	2,500	2,500	2,500	2,500
100-51-51450-311						8,000	8,000	8,000	8,000	8,000
100-51-51450-350	685	-	1,564	18,000	18,000	18,000	18,000	18,000	18,000	18,000
	<u>\$29,342</u>	<u>\$23,865</u>	<u>23,655</u>	<u>38,655</u>	<u>47,980</u>	<u>59,900</u>	<u>59,900</u>	<u>59,900</u>	<u>59,900</u>	<u>59,900</u>
			CURRENT YEAR		PROPOSED	DIFFERENCE				
PERSONNEL			-		-	N/A				
NON-PERSONNEL			<u>59,900</u>		<u>59,900</u>	<u>0%</u>				
TOTAL			<u>59,900</u>		<u>59,900</u>	<u>0%</u>				

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
INSURANCE & BONDS										
100-51-51930-510	76,676	84,237	72,078	81,929	82,514	81,156	81,156	81,156	81,156	81,156
100-51-51930-393	-	-	-	-	-	-	-	-	-	-
100-51-51930-511	41,371	39,249	34,260	41,562	41,562	42,000	42,000	42,000	42,000	42,000
100-51-51930-512	14,783	14,713	16,542	17,452	17,452	11,100	11,100	11,100	11,100	11,100
100-51-51930-513	4,271	20,021	22,899	13,650	20,000	10,200	10,200	10,200	10,200	10,200
100-51-51930-514	-	-	14,926	-	285	3,035	3,035	3,035	3,035	3,035
100-51-51930-520	1,196	1,143	600	600	900	900	900	900	900	900
	<u>\$138,297</u>	<u>\$159,363</u>	<u>161,305</u>	<u>155,193</u>	<u>162,713</u>	<u>148,391</u>	<u>148,391</u>	<u>148,391</u>	<u>148,391</u>	<u>148,391</u>
			CURRENT YEAR		PROPOSED	DIFFERENCE				
---			-		-	N/A				
---			<u>148,391</u>		<u>148,391</u>	<u>0%</u>				
---			<u>148,391</u>		<u>148,391</u>	<u>0%</u>				
---			<u>148,391</u>		<u>148,391</u>	<u>0%</u>				
---			<u>148,391</u>		<u>148,391</u>	<u>0%</u>				

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
ILLEGAL TAXES, REFUNDS & UNCOLLECTIBLE										
100-51-51910-390	TAX WRITE OFF'S	295	10,340	-	-	304	5,000	5,000	5,000	5,000
---	TOTAL	295	10,340	-	-	304	5,000	5,000	5,000	5,000
PERSONNEL										
---			CURRENT YEAR		PROPOSED	DIFFERENCE				
---	PERSONNEL		-		-	N/A				
---	NON-PERSONNEL		5,000		5,000	0%				
---	TOTAL		5,000		5,000	0%				
JUDGMENTS AND LOSSES										
100-51-51920-391	AMBULANCE WRITE OFF'S	-	-	-	-	-	-	-	-	-
100-51-51920-392	OTHER MISCELLANEOUS EXPENSE	-	-	-	-	250	250	250	250	250
---	TOTAL	-	-	-	-	250	250	250	250	250
PERSONNEL										
---			CURRENT YEAR		PROPOSED	DIFFERENCE				
---	PERSONNEL		-		-	N/A				
---	NON-PERSONNEL		250		250	0%				
---	TOTAL		250		250	0%				
OTHER FINANCING USES										
100-59-59000-900	RESERVE FOR CONTINGENCIES	-	-	-	-	-	-	-	-	-
100-59-59000-200	FIRE & EMS DONATIONS	-	-	-	-	500	500	500	500	500
100-59-59200-205	TRANSFER TO AMBULANCE	-	-	-	-	-	-	-	-	-
100-59-59220-201	TRANSFER TO CDA	26,520	27,050	27,591	-	26,841	26,841	26,841	25,341	25,341
100-59-59220-202	TRANSFER TO LIBRARY	-	-	-	-	-	-	-	-	-
100-59-59220-203	TRANSFER TO CATV	-	-	-	-	-	-	-	-	-
100-59-59220-204	TRANSFER TO COMMUNITY REC	69,871	-	15,622	-	-	-	-	-	-
100-59-59220-205	TRANSFER TO SWIMMING POOL	-	72,579	-	-	-	-	-	-	-
100-59-59220-206	TRANSFER TO RECYCLING	-	-	-	-	-	-	-	-	-
100-59-59260-600	TRANSFER TO WATER	-	-	-	-	-	-	-	-	-
100-59-59260-601	TRANSFER TO SEWER	-	-	-	-	-	-	-	-	-
100-59-59260-602	TRANSFER TO TRANSIT	-	-	-	-	-	-	-	-	-
100-59-59300-300	TRANSFER TO DEBT SERVICE	-	-	-	-	-	-	-	-	-
---	TOTAL	\$96,391	\$99,629	43,213	-	27,341	27,341	27,341	25,841	25,841
PERSONNEL										
---			CURRENT YEAR		PROPOSED	DIFFERENCE				
---	PERSONNEL		-		-	N/A				
---	NON-PERSONNEL		27,341		27,341	0%				
---	TOTAL		27,341		27,341	0%				

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

General Buildings/Plant

5160

MISSION OF DEPARTMENT:

To promote a healthy and safe work environment for our staff and citizens.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. As the City Hall building complex continues to age, the internal plumbing and electrical systems will need continuous monitoring, and future maintenance may require additional funding.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Assure the excellent maintenance and upkeep of the complex.
2. Capital improvements to improve energy efficiency and update aging equipment and systems.

SIGNIFICANT PROGRAM, COST, AND PERSONNEL CHANGES:

1. Increase in employee benefits costs (retirement, health insurance, FICA).
2. Decrease of \$1,000 in operating supplies budget and \$1,000 in outside services budget to comply with 0% budget directive.

GOAL ACHIEVEMENTS IN 2011:

1. Complete HVAC improvements at City Hall, Community Center, and Library. Complete window replacement at City Hall.
2. City Hall main electrical panel was successfully replaced.

GOALS NOT ACHIEVED:

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
GENERAL BUILDINGS & PLANT										
100-51-51600-110	SALARIES	33,467	34,913	33,710	17,132	37,124	37,124	38,239	38,239	38,239
100-51-51600-112	SHIFT DIFFERENTIAL	16	17	-	10	18	18	18	18	18
100-51-51600-114	BUILDING & PLANT SALARIES	1,560	337	3,023	3,108	5,000	-	-	-	-
100-51-51600-120	OVERTIME	3,397	2,883	3,070	2,516	3,500	3,000	3,000	3,000	3,000
100-51-51600-130	FICA	2,907	2,872	2,939	1,542	3,492	3,071	3,156	3,156	3,156
100-51-51600-131	WISCONSIN RETIREMENT	4,088	3,981	4,396	2,435	5,294	4,656	4,868	4,868	4,868
100-51-51600-132	LIFE & DISABILITY INSURANCE	103	107	98	62	124	132	132	132	132
100-51-51600-133	HEALTH INSURANCE	11,381	13,260	13,300	7,470	14,627	14,627	15,497	15,497	15,819
100-51-51600-134	PROFESSIONAL DEVELOPMENT	-	-	75	-	-	-	-	-	-
100-51-51600-137	UNIFORM ALLOWANCE	337	396	405	79	400	400	250	250	250
100-51-51600-190	OTHER PERSONNEL SERVICES	-	-	-	-	-	-	-	-	-
100-51-51600-220	GAS & ELECTRIC UTILITIES	61,208	55,390	53,605	24,940	57,000	57,930	60,826	60,826	60,826
100-51-51600-221	TELEPHONE	14,666	14,832	15,463	7,558	15,000	13,500	13,500	13,500	13,500
100-51-51600-222	WATER & SEWER UTILITIES	1,925	3,209	2,038	1,278	2,556	3,000	3,600	3,600	3,600
100-51-51600-225	STORM WATER UTILITY	1,385	1,349	1,367	359	1,367	1,349	1,349	1,349	1,349
100-51-51600-230	OUTSIDE SERVICES	11,363	13,463	15,989	7,790	12,000	10,000	9,000	9,000	9,000
100-51-51600-240	REPAIR & MAINT SERVICES	4,188	4,464	5,149	859	4,000	5,000	4,000	4,000	4,000
100-51-51600-340	OPERATING SUPPLIES	5,544	5,767	6,325	4,280	6,300	6,500	5,000	5,000	5,000
100-51-51600-350	REPAIR & MAINTENANCE SUPPLIES	6,189	3,291	6,019	3,564	6,000	5,080	4,000	4,000	4,000
		<u>\$163,724</u>	<u>\$160,531</u>	<u>166,971</u>	<u>84,982</u>	<u>173,802</u>	<u>165,387</u>	<u>166,435</u>	<u>166,435</u>	<u>166,757</u>
CURRENT YEAR										
						PROPOSED	DIFFERENCE			
	PERSONNEL			62,628		65,232	4%			
	NON-PERSONNEL			<u>102,759</u>		<u>101,525</u>	-1%			
	TOTAL			<u>165,387</u>		<u>166,757</u>	1%			

GENERAL BUILDINGS AND PLANT

ACCOUNT JUSTIFICATIONS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-51-51600-110 BUILDING AND PLANT SALARIES	\$ 38,239	Lead Maintenance Worker.
100-51-5160-112 SHIFT DIFFERENTIAL	\$ 18	\$0.35 per hour per Union contract.
100-51-5160-120 OVERTIME	\$ 3,000	Snow removal and building maintenance, coverage for maintenance worker vacation.
100-51-5160-130 FICA	\$ 3,156	Social Security at 7.65%.
100-51-51600-131 WISCONSIN RETIREMENT	\$ 4,868	Wisconsin Retirement at 11.5%.
100-51-51600-132 LIFE AND DISABILITY INSURANCE	\$ 132	City share of premiums.
100-51-51600-133 HEALTH INSURANCE	\$ 15,819	Health, dental and vision insurance.
100-51-51600-134 PROFESSIONAL DEVELOPMENT	\$ 0	Employee expenses for training.
100-51-51600-137 UNIFORMS ALLOWANCE	\$ 250	Per union contract.
100-53-53300-190 OTHER PERSONNEL SERVICES	\$ -0-	Public Works Crew salary for projects at City Hall, Police and Fire Departments, and Library.
100-51-51600-220 GAS AND ELECTRIC UTILITIES	\$ 60,826	Gas and electric charges for City Hall, Police, and Fire Departments.
100-51-51600-221 TELEPHONE	\$ 13,500	Telephone service for City Hall, Police, Fire, Library, and Community Center.
100-51-51600-222 WATER AND SEWER UTILITIES	\$ 3,600	Water and sewer utility charges for City Hall and fire protection charges.
100-51-51600-225 STORMWATER UTILITY EXPENSE	\$ 1,349	Stormwater utility charge for City Hall.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-51-51600-230 OUTSIDE SERVICES	\$ 9,000	Pest control for City Buildings, fire alarm maintenance and HVAC maintenance.
100-51-51600-240 REPAIR/MAINTENANCE SERVICES	\$ 4,000	General maintenance services, Lawn care and landscaping for City buildings.
100-51-51600-340 OPERATING SUPPLIES	\$ 5,000	This account covers all paper products and cleaning supplies for City Hall, Police and Fire Departments.
100-51-51600-350 REPAIR/MAINTENANCE SUPPLIES	\$ 4,000	This account covers mechanical equipment repair and items such as light bulb replacement, water softener salt, door lock replacement, pigeon control, and other miscellaneous repair.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Public Safety
Law Enforcement
52100**

MISSION OF DEPARTMENT:

The mission of the Monona Police Department is to work as a partner with the community to help provide a safe environment and a high quality of life.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. Maintaining effective law enforcement services in lean budget times.
2. Continue to meet the increased demand for service placed on the Department due to development in the community and growth of the surrounding area.
3. Continue to develop an environment that encourages qualified personnel to remain with the department and seek promotion to management positions from within the organization.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Continue to expand the cost saving consolidation measures already being implemented within the department and within the Madison metropolitan area. This includes continuing to partner with area Police Departments for cost savings on technology, communications and training.
2. Continue to seek more grants for funding towards specialized enforcement activities, equipment replacement and improvement.
3. Continue to explore new methods for practical improvement to our training while also making it more cost effective.
4. With rising fuel and energy costs, continue to look for innovative and affordable ways to conserve energy.
5. In a continuing effort to save money, use on-duty time for training, special assignments and special details. The downside of this is the reduction of routine patrol time.

DEPARTMENT 2012 GOALS TO MEET CHALLENGES AND OPPORTUNITIES:

2012 Goal	Method for Measuring Success
Continue with deployment of traffic enforcement using data from the department's traffic counter, citizen complaints and high traffic crash locations.	Determine if accomplished.
Continue to monitor areas of suspected drug activity. Work with the task force when appropriate in an effort to increase arrests of persons involved in local illegal drug activity. Evaluate the use of the K-9 Unit to interdict and clear drug cases.	Determine if accomplished.
Continued updating of policy and procedures as they apply to the Police and Dispatch sections.	Determine if accomplished.
Continue to monitor the TRACS programs that have been installed in all of the marked squad laptops. It is anticipated that a majority of all written citations, written warnings and MV4000 crash reports will be completed using this program for more accuracy and efficiency.	Determine if accomplished. This goal is contingent on the RMS consortium providing a useable product and providing timely technical support.

Continue to work with the Monona Senior Center to allow for greater interaction between MOPD personnel and seniors in the community.	Determine if accomplished.
Continue efforts to reduce the high rate of traffic accidents in the City of Monona by using focused traffic enforcement. Identify engineering obstacles to crash reduction.	Evaluate end of year accident statistics. Evaluate/compare number of crashes, severity of crashes, number of injuries and severity of injuries to determine if efforts have reduced cost of crashes in dollars and physical injury
In the area of in-service training; more training will focus on practical internal areas within the department and take place during on-duty time in an effort to reduce overtime costs. These should include: report writing, internal policies, and on shift refresher for DAAT, weapons retention and emergency response. Evaluate the effectiveness of working with the Dane County Suburban Training consortium.	Determine if accomplished.
Continue to replace older fleet vehicles with more economical and fuel efficient vehicles. Staffing and weather permitting increase bike patrol in 2012.	Note: funding for vehicle replacement is pending. Last new cars purchased in 2010. Fleet aging and fuel costs are increasing. Determine if accomplished.

SIGNIFICANT PROGRAM CHANGES:

- Several years ago, the Department received a COPS Universal Hiring Grant Position. This grant provided a total of \$75,000 in funds for an additional officer’s salary for a 3-year period, with a requirement that the position must be retained for a minimum of 4-years. The city council authorized the department to begin using funding from this grant on 1/1/07. The position of Community Relations Officer (CRO) was created under this grant funding and Officer Jeremy Winge was selected for assignment for this position. On 1/1/11 Jeremy elected to go back to patrol and Officer Bruce Rogers was selected to continue in this position. The following are just some of the duties associated with the CRO job description: report directly to the Chief of Police; work an adjustable schedule and hours to fit the needs of the assignment and to meet the needs of the community; coordinator for the Citizen Police Academy; act as coordinator for crime analysis; be visibly involved and committed to working with all organized neighborhood groups, community boards, and persons in the city; focus on proactive approaches to identify and respond to general and specific community problems; work on special problems that affect the community with a strong sense of spirit and pride; when necessary, respond to calls for service in the community; provide tours of the Public Safety Facility; and perform training functions as needed, such as instructing in-service and Citizen Police Academy classes

From a department perspective the CRO position has been extremely valuable. Our department needed an officer to help in assisting victims, contacting complainants and doing follow-up with businesses and community groups in our city. This officer is also been very helpful in targeting crime problems. Neighborhood watch groups have been formed in several areas with block captains keeping their neighbors informed of crime patterns. With the completion of the grant it is anticipated that this position will continue. We will continue to look for ways to increase the use of the CRO to interact with and inform members of the community.

GOAL ACHIEVEMENTS IN 2011:

- With the opening of the new Wal-Mart Super Store in the fall of 2007, the department has closely monitored both traffic and criminal activity to determine the impact on our services to the community. This is an area of criminal activity that seems to grow each year, particularly with the current economic conditions. We continue to monitor this trend and have met with loss prevention personnel of the respective retail stores. We updated our policy manual as it applies to our response to retail theft cases, and have taken other steps in efforts of deterrence.
- The web based Self Reporting program continues to be functioning well. Information that might not have been reported previously is being received by the department. This feature has also made it easier for citizens

to document incidents when it is convenient for them without tying up an officer. Unlike some other departments, the Monona Police Department does not mandate a citizen to file a self-report. It is only an option available to them.

3. With continued complaints of speeding autos, the department has used several techniques in an attempt to gain compliance in problem areas with limited resources. Individual officers are given specific assignments as part of their regular shift. Grant funding had allowed some overtime specifically for speed enforcement, but those funds have not been available. The “wolf pack” consists of using a team of officers with a spotter and chase cars. This approach has a significant impact on slowing down traffic while also increasing the number of citations issued in trouble spots. And finally we have on occasion used a mannequin in a parked marked squad to give the impression of a traffic officer being on duty. This costs us nothing for personnel, or fuel; there is no wear and tear on equipment, and traffic noticeably slows down in areas of the deployment. We will continue to use targeted and routine patrol for enforcement to impact speeding. We will continue to support engineering solutions for the solving of long term traffic issues, but many proven methods have not been accepted by the community. In 2010 considerable time was invested in a neighborhood traffic management plan to provide a framework for citizens and government to work together to provide long term solutions for traffic problems. This plan was approved by the Public Safety Commission, but rejected by the Public Works Committee.
4. The department has continued to update policies and procedures as they apply to the Police and Dispatch sections.
5. During 2011, the department participated in several non-funded traffic enforcement programs aimed at decreasing traffic crashes, speeding violations, intoxicated driving and increasing seatbelt usage. As they become available, we will continue to use a combination of City, State and Federal funding for special traffic enforcement projects.
6. We have continued to seek additional “free training” for our officers using CVMIC and other associations, i.e., the FBI, Wisconsin Department of Justice, The National White Collar Crime Center (NW3C) and the Mid-states Organized Crime Information Center (MOCIC). Due to being active members with these organizations we are often able to obtain free training with reimbursement for travel and lodging.
7. As part of a movement to be more economical and fuel efficient, the department purchased a Toyota Camry Hybrid as one of the new fleet vehicles in 2009. This vehicle is assigned to the investigations division and has proven to be much more economical than a conventional car (averaging approximately 35 mpg around town). Equipped with radios and emergency equipment, it was the 1st Hybrid police vehicle in Dane County. Both the Honda Element and Toyota Camry were entered in the 2009 Police Fleet Expo and received “Excellence” awards for Alternate Police Vehicle and Hybrid Electric Patrol Vehicle. To increase use of the Honda Element, it was converted to an unmarked vehicle and the light bar was recycled for use on the 2010 Dodge Charger.
9. After approval of the city council and after raising a substantial amount of the funding needed, Officer Adam Nachreiner was chosen to be the K-9 handler. 2011 marks the 1st year of operation for Adam and his partner Miya. Miya is a young Labrador retriever that is trained for narcotics detection and tracking.

GOALS NOT ACHIEVED IN 2011:

1. The Citizen’s Police Academy, cancelled in 2004 due to budget constraints, and was again scheduled to begin again in 2008 under the direction of our Community Relations Officer. The course curriculum was established; however with lack of enrollment interest the academy was not conducted. We are hoping to conduct a Academy in Fall of 2011.

ZERO PERCENT BUDGET FOR 2012:

To meet the direction of the Mayor, a ZERO Percent budget was prepared for the 2012 budget year. In years past the department has cut services and supplies to meet this requirement. In order to continue to function and provide services to the community, the department can no longer cut those categories. The only viable option is to cut personnel. Items in **bold font** show the impact of cutting personnel (the school crossing guard and a sworn police officer).

PUBLIC SAFETY - LAW ENFORCEMENT

ACCOUNT JUSTIFICATION

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-52-52100-110 POLICE SALARIES	\$1,227,658	Full-time wages based on current salaries with a 3% increase for the 15 union law enforcement officers and a 0% increase for the 5 non-represented supervisors. Union contract expires 12/31/12.
100-52-52100-112 SHIFT DIFFERENTIAL AND COM.	\$ 12,240	Per union contract.
100-52-52100-116 SCHOOL CROSSING GUARD	\$ 4,225	The school crossing guard position with a 0% increase from 2011. Funding includes summer school. This position relieves school officials and police officers of this very important duty. Our current school crossing guard is very diligent and committed to his duties.
100-52-52100-117 LONGEVITY PAY	\$ 3,800	Per union contract with yearly increase.
100-52-52100-118 LEAVE WAGES	\$20,000	Wages for floating holidays and comp time turned in at year's end.
100-52-52100-120 POLICE OVERTIME	\$55,225	Overtime is a very fluid category as we are not able to control many of the events that cause overtime. Depending on circumstances this budget line may be under funded. It is suggested that contingency funding be provided. Training, the Memorial Day Parade and the annual Festival directly impact this budget line.
100-52-52100-130 FICA	\$101,234	Social Security at 7.65% based on the above salary total.
100-52-52100-131 WISCONSIN RETIREMENT	\$228,935	Wisconsin Retirement at 16% for protective and 11% for non-protective based on the above salary total.
100-52-52100-132 LIFE AND DISABILITY INSURANCE	\$3,600	Estimate of insurance cost.
100-52-52100-133 HEALTH INSURANCE	\$282,705	Based on actual rates.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-52-52100-134 PROFESSIONAL DEVELOPMENT	\$ 16,000	Training, conferences, and degree bonuses. We'll continue to spend this money judiciously, while also honoring our contract obligations. The goal is to have dynamic, effective training that exceeds minimum standards. So far, we've been able to accomplish this. However, as more officers become eligible for education bonuses we may need more funding.
100-52-52100-137 UNIFORM ALLOWANCE	\$20,000	The annual uniform allowance authorizes each officer to receive \$550 per year, times 20 officers equals \$11,000. This also includes an initial purchase cost for one new officer's equipment and replacement of bullet proof vests per contract. A new bullet proof vest currently costs \$800 to \$1,000 each. In 2012, nine officers need new vests. Underfunded account.
100-52-52100-221 TELEPHONE	\$3,500	For regular and cellular phones.
100-52-52100-240 SERVICE CONTRACTS OFFICE	\$648	Copy machine service contract (Gordon Flesch). Machine used by Police, Dispatch, Court and City business.
100-52-52100-310 OFFICE SUPPLIES	\$2,550	Copy/computer paper, toner, and general office supplies.
100-52-52100-312 POSTAGE	\$1,224	Estimate to cover postage.
100-52-52100-340 POLICE SUPPLIES	\$5,100	Ammunition (duty and training), OWI-blood tests, medical tests, evidence supplies, batteries, ticket books, printing fees, etc. The lab expenses for OWI's and sexual assault cases are not discretionary. We are required to pay for these tests.
100-52-52100-345 POLICE OPERATING EXPENSE	\$3,500	The police operating expenses includes copying of documents, photographs and other media, including CD's, Audio and Video. ID cards, CD's, flares, City billed towing charges, parking permits, alcohol and tobacco compliance checks, etc.
100-52-52100-350 EQUIPMENT MAINT/REPAIR	\$1,500	This account is for repair/replacement of MVR equipment, video equipment, TV/recorder repairs, station security cameras, Radar, Laser, fire extinguishers, speed trailer, traffic counter, etc.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-52-52100-351 INFORMATION TECH SUPPORT	\$2,500	Computer programming, repairs and consulting for hardware and software problems per contract with city IT provider. (Keyboards, monitors, etc.)
100-52-52100-360 VEHICLE MAINT/REPAIR	\$15,500	Routine maintenance, tires, snow tires, and non-warranty repairs. Older fleet vehicles require more maintenance; therefore delaying the purchase of replacement squad cars has a direct impact on this budget line.
100-52-52100-370 FUEL AND ADDITIVES	\$47,788	Fuel prices had increased for 2010/11. \$33,000 was proposed for 12,000 gallons @ \$2.75 per gallon, but this was reduced to \$30,000 by PSC. On average the department uses approximately 1,100 gallons of fuel per month. 13,200 gallons @ \$3.75 per gallon is \$49,500.
100-52-52100-390 OTHER SUPPLIES AND EXPENSES	\$ -0-	No funds to specifically cover committee meetings, parking fees, and other miscellaneous expenses.
100-52-52100-810 EQUIPMENT	\$ -0-	

CORRECTION AND DETENTION

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-52-5270-391 JAIL EXPENSES	\$ -0-	Estimated amount for subjects the City houses in the Dane County jail on local ordinance violations. County increased fees in 2008 from \$16 to \$80 per night.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Fire
Fire Operations
5220**

MISSION:

To serve the public by promoting and providing creative, high quality, cost effective crisis management and safety services.

The Mission of the Monona fire and emergency medical services is to protect lives and property from the adverse effects of fire, medical emergencies and exposure to dangerous conditions created either by nature or man. We will respond to emergencies in a professional and courteous manner and strive to reduce the rate of emergencies through public education and code enforcement. Ethical values will remain the core of every decision made by each member of our department.

CHALLENGES & OPPORTUNITIES:

- The fire service faces many challenges in order to maintain an appropriate staff of trained and equipped firefighters. Volunteers comprise the greatest number of firefighters in Monona. There are many outside conflicts for firefighters' time while the department faces state and federal mandates for training that ultimately demand more time from volunteers. Another opportunity that helps to balance the training challenge is the willingness to learn about new techniques and specialized equipment, to do this we must provide for members to attend classes and conferences to develop their skills. The Monona fire Dept. has developed a new website www.mononafire.com, by using this tool we improve our ability to reach a larger number of interested individuals. Finally, Monona has an opportunity to benefit from Dane County media coverage of challenges faced by local volunteer organizations.
- An ongoing challenge, and one that continues during difficult state budget periods, is the need for the fire service to maintain emergency operations and support public safety initiatives without increases in budget authority that matches inflation. Private sector businesses that provide equipment, supplies and services to Fire and EMS operations are not financially constrained like public sector service providers. Additionally, regulatory agencies have increased performance demands and standards for the testing of critical equipment. As a result, emergency service providers must continually make do with inflationary costs and increased regulations while budget levels remain constant or are shrinking. This challenge then provides the opportunity for the organization to closely review current operations for efficiency measures. Unfortunately, after conducting such exercises for several years, little gains are derived from such efforts and the focus changes to segments of the service delivery system that can be eliminated.
- Educating the children and elderly population about fire safety continues to be a challenge. However, there is a great potential to reduce the serious consequences of fire by working with these two vulnerable groups in the community. We as a department continue to strive to provide the highest level of fire prevention through various avenues such as open houses and station tours, community outreach, and fire education in the classrooms to name just a few. These programs need to be continued and updated as we move forward.
- The Department's fire inspection program is challenged with many new buildings in Monona that require close attention during initial construction and follow-up, along with all other commercial and multi-family dwellings every six months. An opportunity exists for Monona business owners and landlords to reduce their costs by following fire codes and encouraging safety in the community. Our current records are kept in the paper format, creating the need for more storage space in an already cramped station. By purchasing a software program to collect this data, we will limit the need for more space while at the same time allowing for easier records retrieval. In pursuing this avenue, we will bring the inspection/ occupancy division into the 21st century. Current city ordinances need to be revisited and new ordinances such as a Knox box ordinance should be strongly considered.

LONG-TERM GOALS:

The long-term goals of the department are:

1. Create and maintain programs to promote community awareness and responses that minimize injury, loss of life or property, and restore order arising from natural and man-made situations.
2. Have sufficient, happy, competent and motivated personnel to perform at the highest level.
3. Establish a highly sought-after intern program, encompassing a 3-year commitment to the community by students, after which students will depart with a 2-year Associates Degree in Fire Science and national registration as a paramedic. This is a common practice throughout Dane County and the State of Wisconsin; by providing this program, we not only promote the youth of today, but the community benefits by increasing the number of personnel available to respond to emergency calls.
4. Establish an educated public that understands our functions, capabilities and activities.
5. Have community provide the resources necessary to provide the service requested by the community. As we move ahead we must look into the possibility of a new fire station/public safety building. The current location is well-suited geographically, but with the number of responses increasing and the close proximity to the library, Maywood and Winnequah Schools and the city pool, we increase the risk of an accident involving children, whether it is from citizens becoming distracted by responding emergency vehicles or emergency personnel not seeing small children. A new station would also provide for the space needed to house full-time, intern and EMS personnel. The current garage facilities are cramped and require backing vehicles into the station which increases the risk of accidents.
6. Understand what is needed, what our capabilities are and how to provide them; document our actions and provide organizational feedback. The ability to provide organizational feedback through documentation is hampered by not having software capable of providing this information. We are currently using software provided by the state which is a basic system that cannot be customized to our needs. Fire inspections are being documented by hand on manila envelopes and paper violation notices. By purchasing the software needed, we will be able to customize these programs to our specific needs and requirements.
7. Create a strong, integrated service identity.
8. Create and maintain awareness and an understanding of what constitutes a safe environment.
9. Maximize local technical communications
10. Develop and maintain an awareness of the effects of the environment on us and our impact on the environment and implement appropriate solutions.
11. Advance the Department's Emergency Medical Services from the EMT-Intermediate Technician level to the EMT-Paramedic level. By advancing to this level, the Department will be able to provide our residents and visitors with the highest level of pre-hospital emergent care.

2012 GOALS TO MEET CHALLENGES AND OPPORTUNITIES:

2012 Goal	Method for Measuring Success
Develop a competitive hiring process and establish a list of successful candidates from which to hire.	Having a hiring list established.
Mutual Aid Box Alarm System (MABAS): Continue to develop our MABAS cards and alarm sequences according to MABAS guidelines.	All cards are submitted to the MABAS card committee for review and upload into the 911 CAD system.
First responder course: Host a First Responder course for all non-EMS-certified fire department personnel.	All fire department personnel have a minimum certification level of at least first responder.

SIGNIFICANT CHANGES FOR 2012:

- Program** MABAS Wisconsin initiative continues with participating Dane County fire departments. Additional training will be needed for all firefighters and dispatchers.
- Cost** No change.
- Personnel** No change.

GOAL ACHIEVEMENTS FOR 2011

2011 Goal	Status
Complete and update all standard operating guidelines.	Standard operating guidelines (SOG's) are still being developed and will continue to be developed; these guidelines are an ever-evolving document that will change as new techniques are developed and as equipment improves.
Develop an intern program consisting of 3 students living full-time at the fire station; the program will provide the interns the chance to work in the fire service and provide fire and EMS protection to the community while furthering their education.	An active intern program is up and running with three students enrolled in the program.
Continue to develop a proposal for City management and the Mayor/City Council for development of a fire station to better meet the needs of the community and provide appropriate housing facilities for male and female firefighter's/EMT's.	Bray Architects have been hired to provide a facilities study for not only the fire department but for all City-owned facilities.
Create a complete automated record of critical information on all commercial and multi-family dwellings in Monona. Install files on computer located in Engine 4.	In order to develop in-depth preplans of properties in the community, proper software will need to be obtained. Once the proper software is in hand, efforts will be to prioritize properties and develop preplans. This is currently being implemented and will continually be upgraded.
Inspect, at a minimum, all commercial buildings twice and apartments four times annually.	At present we are on course to complete bi-annual inspections of all commercial and multi-family dwellings.
Report fire code violations and follow up on corrective action.	Re-inspections are done on properties that either had violations or were high-hazard occupancies.
Maintain fire education program in grade schools and elderly housing complexes.	2011 Pub-Ed presentations continue to provide fire education throughout the community; various presentations have been attended by members of the community; to date we have been able to teach over 1,500 people of all ages.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
FIRE PROTECTION										
100-52-52200-110	162,855	170,029	144,245	89,933	184,756	184,756	184,746	190,298	184,746	184,746
100-52-52200-117	180	180	-	-	-	-	-	-	-	-
100-52-52200-118	5,528	5,759	6,032	1,001	6,000	6,000	6,000	6,300	6,000	6,000
100-52-52200-119	4,069	4,112	27,974	3,723	1,500	1,500	1,500	1,500	1,500	1,500
100-52-52200-120	24,896	25,645	25,596	11,518	26,000	26,000	26,000	26,000	26,000	26,000
100-52-52200-121	291	-	-	-	-	-	-	-	-	-
100-52-52200-130	15,476	16,232	15,979	7,560	16,598	16,598	16,696	17,143	16,696	16,696
100-52-52200-131	31,654	32,870	30,538	14,296	37,103	37,103	37,757	38,769	37,757	37,757
100-52-52200-132	737	714	603	303	625	660	660	660	660	660
100-52-52200-133	47,278	48,120	53,092	29,794	55,401	55,401	59,384	59,384	60,685	60,685
100-52-52200-134	5,970	6,307	5,206	2,178	7,000	8,100	7,100	8,100	7,100	7,100
100-52-52200-137	1,984	4,046	2,393	825	3,000	3,000	2,500	3,000	3,000	3,000
100-52-52200-150	1,691	1,356	385	-	1,200	1,200	900	1,200	900	900
100-52-52200-190	250	250	21	-	-	-	-	-	-	-
100-52-52200-191	9,156	8,962	19,000	-	-	9,500	9,500	9,800	9,500	9,500
100-53-52200-191	-	-	-	-	-	-	-	-	-	-
100-52-52200-221	748	669	493	262	660	660	660	660	660	660
100-52-52200-222	1,251	2,097	1,336	957	215	2,125	2,550	2,550	2,550	2,550
100-52-52200-310	427	502	80	524	600	300	500	1,000	500	500
100-52-52200-312	195	64	-	-	90	95	95	95	95	95
100-52-52200-340	3,134	3,655	3,454	1,471	3,500	3,500	3,500	3,500	3,500	3,500
100-52-52200-350	13,282	13,852	10,346	4,213	14,000	14,000	14,000	14,000	14,000	14,000
100-52-52200-351	773	706	806	93	1,200	200	200	500	200	200
100-52-52200-373	-	-	-	3,214	3,214	2,000	1,500	3,500	2,100	2,100
100-52-52200-374	-	-	-	-	6,000	7,200	7,200	7,200	7,200	7,200
100-52-52200-375	-	-	-	-	5,000	5,000	-	-	-	-
100-52-52200-371	400	-	-	-	-	-	-	-	-	-
100-52-52200-370	2,543	1,997	6,603	1,645	4,250	3,000	5,230	5,230	5,230	5,230
100-52-52200-372	-	3,035	4,700	550	5,820	5,820	5,820	5,995	5,820	5,820
100-52-52200-810	3,074	3,385	3,581	73	5,000	5,000	5,000	5,000	5,000	5,000
	\$337,842	\$354,544	362,463	174,133	388,732	398,718	398,997	411,384	401,398	401,398

	CURRENT YEAR	PROPOSED	DIFFERENCE
PERSONNEL	328,018	334,043	2%
NON-PERSONNEL	70,700	67,355	-5%
TOTAL	<u>398,718</u>	<u>401,398</u>	1%

FIRE DEPARTMENT
2012
ACCOUNT JUSTIFICATIONS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-52-5220-110 WAGES FULL TIME	\$ 184,746	Includes 50% of wages for full-time Fire Prevention/EMS Director and six full-time firefighter/EMTs. Remainder covered under EMS budget account 205-52-5230-110. Increase based on Administrator's instructions pending union contract.
100-52-5220-117 LONGEVITY PAY	\$ 0	Payment for years of service
100-52-5220-118 LEAVE WAGES	\$ 6,000	Includes 50% of leave wages for six full-time firefighter/EMTs. Current experience times projected wage rate.
100-52-5220-119 WAGES PART-TIME	\$ 1,500	Covers 25% wages for volunteer assistant fire chief. Remainder of part-time wages covered under EMS budget account 205-52-5230-119. Part time firefighter/EMTs are not included in this category. Those employees only work when full-time staff is not available. As expenses occur, funds will be transferred from the Wages Full Time line, 100-52-5220-110.
100-52-5220-120 OVERTIME	\$ 26,000	Covers 50% of overtime (amount over base pay) for full-time firefighter/EMTs. Current experience (2452.02hrs) times projected wage rate. Remainder of overtime covered under EMS budget account 205-52-5230-120.
100-52-5220-130 FICA	\$ 16,696	Social Security at 7.65%.
100-52-5220-131 WISCONSIN RETIREMENT	\$ 37,757	Relates to retirement contributions for 50% of staff earnings (remainder in EMS budget).
100-52-5220-132 LIFE & DISABILITY INSURANCE	\$ 660	50% of total cost (remainder in EMS budget) requested at same level as last year.
100-52-5220-133 HEALTH INSURANCE	\$ 60,685	This account provides 1/2 of the premiums for the full-time staff positions.

ACCOUNT	AMOUNT	DESCRIPTION
100-52-5220-134 PROFESSIONAL DEVELOPMENT	\$ 7,100	Includes training opportunities for career and volunteer firefighters. Also includes membership such as NFPA and County arson association where training is a priority. Increase based upon recommendation from Public Safety Commission. Increase is due to the need for more specialized training and needing to bring in outside trainers with the expertise to train our personnel in such areas as RIT, Hybrid vehicles, WMD and HazMAT.
100-52-5220-137 UNIFORM ALLOWANCE	\$ 3,000	Includes 50% of uniform allowance for full-time firefighter/EMTs (based on contract) and Fire Marshal. Other 50% in EMS budget. Also includes 100% of uniform allowance for Fire Chief and Assistant Fire Chief and provisions for LTE and volunteer firefighter uniforms, e.g. shirts, name tags, badges and coveralls. The increase is for the anticipation of 3 new interns.
100-52-5220-150 PHYSICAL EXAMINATIONS	\$ 900	Complete physicals are required for new members. Average cost around \$250 each.
100-52-5220-190 EXPENSE ALLOWANCE	\$ -0-	Covers fire chief expenses. No change from prior years.
100-52-5221-191 WILLENGLTH OF SERVICE AWARD	\$ 9,500	State sponsored program that allows municipality to deposit funds for each firefighter into a managed account that will receive some state matching funds that vary each year. Intended to reward volunteer firefighters and encourage longevity. Includes administrative fees.
100-52-5220-221 TELEPHONE	\$ 660	Includes station and cellular phones.
100-52-5220-222 WATER & SEWER UTILITIES	\$ 2,550	Increased per Finance Director's instructions. 20% increase.
100-52-5220-310 OFFICE SUPPLIES	\$ 500	Reduced from 2005 budget of \$1,236.
100-52-5220-312 POSTAGE	\$ 95	Increased based on 2007 experience.
100-52-5220-340 FIREFIGHTER SUPPLIES	\$ 3,500	Includes variety of expendable items such as foam, radio/pager batteries, special cleaning materials, personal protective clothing, etc. Covers fees for Madison/Dane Co. Haz-Mat B services.

ACCOUNT	AMOUNT	DESCRIPTION
100-52-5220-350 EQUIPMENT MAINT & REPAIR	\$ 14,000	Increased based on 2007 experience. Includes NFPA required testing for pumps, breathing apparatus, gas monitors and hydraulic rescue tools. Preventive maintenance for fire apparatus included in this category. Whenever possible, Monona DPW mechanic services will be used. Increase is due to the need to do annual ground ladder testing required by NFPA 1932, aerial ladder testing and annual pump testing and maintenance required by NFPA 1911.
100-52-5220-351 BUILDING MAINT & REPAIR	\$ 200	This category covers minor expenses. Major items covered under capital budget or requested on emergency basis from contingency funds.
100-52-52200-xx1 FIRE PREVENTION & EDUCATION	\$ 2,100	This is a new category for 2011 intended to purchase National Fire Protection Association Code manuals used in the bi-annual fire inspections of all commercial properties within the city as required by WI State Statutes, this will also be used to purchase annual memberships to NFPA & NFSA. It is the Fire Departments goal to provide ongoing fire prevention and education to the schools and citizens of the City, funds will be used to purchase supplemental materials for this goal.
100-52-52200-xx2 FIRE DEPARTMENT INTERN PROGRAM	\$7,200	This is a new program that would provide for three student interns to live and work in the fire service field. Also included is intro to public safety, fire recruit academy and 50% tuition for an Associate's Degree in Fire Protection Technician. 50% of stipends pay.
100-52-52200-371 OUTSIDE SERVICES	\$ -0-	First designated in 2007 budget to support recruitment efforts by contracting for services such as printing or video.
100-52-5220-370 FUELS & ADDITIVES	\$ 5,230	Based on 102 gal/mo @ \$2.75/gal Based on 116 gal/mo. @ \$3.75/gal
100-52-52200-372 FIREFIGHTER RECRUITMENT & RETENTION	\$ 5,820	This is a new category for 2009 intended to support efforts to recruit firefighters and retain those already on the department. The increase is due to an increase in the yearly stipend for the volunteer fire fighters (\$1000), the cost of hosting the new fire department web-site (\$120), and the cost of annual family pool passes for all volunteer FF's, (\$3750), this cost is truly just transferring from one department to another within the city.

ACCOUNT	AMOUNT	DESCRIPTION
100-52-5220-810 FIREFIGHTER EQUIPMENT	\$ 5,000	Typically used to purchase replacement equipment. New, major cost equipment is funded through the Capital Budget process. With the new revenues brought in by charging for fire responses on the belt-line, I would like to use part of those fees for the replacement and purchase of outdated and worn equipment.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Public Safety
Communications
52600**

MISSION OF DEPARTMENT:

To provide effective, efficient and professional service to the citizens and visitors of the City of Monona, as well as to the Public Safety professionals in contact with the communications center.

CHALLENGES AND OPPORTUNITIES AHEAD:

Keep costs down while increasing the current efficiency of the department through technological advances and focusing on the demands of the community.

LONG-TERM GOALS FOR THE DEPARTMENT:

- Continue to seek grant funding to improve efficiency of the communications operations with limited funding and personnel.
- Maintain the new IT room and continue to upgrade outdated electronic equipment for the benefit of the department and city government.
- Continue the evaluation of equipment and software to increase the efficiency of dispatch and the court system. Currently our Municipal Court clerk is working at close to maximum capacity. The goal is to use the Global RMS and TIPSS court software to increase the Court Clerks ability to quickly process court related documents.
- There is continued pressure for all independent dispatcher centers to be consolidated under the Dane County Dispatch Center. A consolidation study is starting in September 2011 by the MPSIS group (our Global RMS/CAD consortium) to research what is the best option for our group members. Our goal is to provide the best possible service to the community that resides in and uses the many attractions located in the City of Monona.

DEPARTMENT 2012 GOALS TO MEET CHALLENGES AND OPPORTUNITIES:

2012 Goal	Method for Measuring Success
Attract part-time dispatchers with ability to fill in as needed.	Determine if accomplished.
Continue to work with the Dane County Dispatch Training Consortium to develop regularly scheduled in-service training for our Dispatchers.	Determine if accomplished.
Continue to monitor progress with the proposed Dane Com radio system and the impact it will have on City of Monona communications.	Determine if accomplished.

SIGNIFICANT PROGRAM CHANGES:

1. With the 2007 Operations budget, the dispatch center was authorized to add an additional full-time employee. This had a very positive impact on operations, with improved staffing, morale and longevity. Personnel working in this very high stress environment were able to take needed time off without the department incurring overtime or major schedule changes. In July, 2009, one of the full-time dispatchers resigned for another position. Due to a budget shortfall, the city implemented a hiring freeze and did not allow this position to be filled. With the 2010 Operations budget the 5th full-time employee was cut from the budget in exchange for switching our Records Management System (RMS), Computer Aided Dispatch (CAD) and Court software from the Madison New World user group to the MPSIS Global user group. The MPSIS group consists of Sun Prairie, Middleton, Fitchburg, Verona and Monona. The Global software is more expensive, but is significantly more advanced with improved technical support.
2. Due to budget constraints, education reimbursement continued to be unfunded for 2011.
3. The department has discontinued the vehicle registration and title service. There was very limited interest on the part of the community in using this service, as they could readily go to the local DOT office or make their transactions online for a lesser fee.
5. As noted in item 1 above, the City Of Monona changed from New World to Global RMS/CAD and TIPPS Court software. This area is still evolving and will be discussed in more detail under Goal Achievements in 2011.

GOAL ACHIEVEMENTS IN 2011:

1. Dispatchers have continued to upload all traffic accident reports to our web site so the public can access the reports at any time at no cost. This has continued to relieve the dispatchers, who also function as our records clerks, of having to stop their work to assist people at the walk-up window who would normally be requesting copies. This service is being improved through the use of the new Global software, which also allows citizens to view up to date crime and traffic statistics on our website.
2. For the first time in several years we have made it over a year without having any personnel changes in dispatch. This is pretty substantial, as it takes quite a lot of training for a full time dispatcher to master all of the important dispatching and records functions for this position.
3. In late 2010 and early 2011 the bathroom project was completed in the Monona Dispatch Center. The addition of the new bathroom has allowed our dispatchers the ability to use the restroom when no one is available in the department to give them a break.
4. During a critical incident in 2010 the digital logger failed and we were unable to recover the telephone recordings connected to this event. We were able to make an emergency purchase in 2011 and this equipment is superior to our old system. We expect this equipment to last substantially longer than the previous equipment.
5. 2011 marked the beginning of using more of the Global RMS features. Early in 2011 we began using Global to store scanned documents, which will cut down on the number of items stored in the micro fiche. Late in 2011 we started using the Global Case Management tool. This tool requires a supervisor to review and approve a report prior to it being finalized.
6. Most of the dispatchers attended a 2-hour Customer Service training seminar.

GOALS NOT ACHIEVED IN 2011:

1. In 2008 we had sent Dispatchers outside the department for training. One full-time Dispatcher was sent to 16 hours of Critical incident training in Fennimore. Another Dispatcher was sent to 16 hours of TIME training in DeForest sponsored by the Wisconsin Department of Justice. With budget cuts by the city, no additional training was completed in 2011 other than the multiple training sessions for the switch to the new Global Software.
2. During 2009 we lost two full-time dispatchers to other agencies. One was hired by Dane County, and the other was hired by the Waukesha County Communications Center. One part-time Dispatcher was hired as a full-time Monona Police Dispatcher to replace one of the full-time vacancies; however he has since left the department for a full time position with the Department of Corrections. Hiring full time dispatchers from our part-time staff creates a positive feeling among our part-time staff and we are hopeful this will attract other qualified applicants. We had two new part time dispatchers join the department in 2010, but one has already left for a full time police officer position.
3. Although we made some improvements in the RMS system in 2011, we are still in the process of having our New World records converted to the Global system. This is a tricky project that has taken much more time than anticipated.

ZERO PERCENT BUDGET FOR 2012:

To meet the direction of the Mayor, a ZERO Percent budget was prepared for the 2012 budget year. In years past the department has cut services and supplies to meet this requirement. It is not possible to continue operations with a ZERO Percent budget. The following categories in **bold font** show the deletion of all non-personnel categories, but without them we will be violating our contracts and will not be able to function.

PUBLIC SAFETY - EMERGENCY COMMUNICATIONS CENTER

ACCOUNT JUSTIFICATIONS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-52-52600-110 DISPATCH SALARIES	\$ 152,949	Full-time wages for 4 dispatchers based on current contract with a 3% increase. Contracts expire 12/31/12.
100-52-52600-112 SHIFT DIFFERENTIAL	\$ 3,300	Per union contract. Actual amount in 2010 was \$2,467.
100-52-52600-117 LONGEVITY PAY	\$ 500	Per union contract. In 2012 one employee will qualify for \$450.
100-52-52600-118 LEAVE WAGES	\$ 3,500	Wages while employees on vacation. Actual amount in 2010 was \$4,248.
100-52-52600-119 WAGES, PART-TIME	\$ 18,000	Part-time dispatch wages. In 2010 underfunded due to Global training.
100-52-52600-120 DISPATCH OVERTIME	\$ 14,000	Estimate of overtime. In 2010 underfunded due to turn over and Global training.
100-52-52600-130 FICA	\$ 14,707	Social Security at 7.65%.
100-52-52600-131 WISCONSIN RETIREMENT	\$ 20,561	Wisconsin Retirement at 11%.
100-52-52600-132 LIFE AND DISABILITY INSURANCE	\$ 300	Estimate of life/disability insurance.
100-52-52600-133 HEALTH INSURANCE	\$ 43,883	Based on actual increase.
100-52-52600-134 PROFESSIONAL DEVELOPMENT	\$ 1,500	Training for dispatchers. Due to budget constraints, education reimbursement is unfunded since 2006.
100-52-52600-137 UNIFORM ALLOWANCE	\$800	For purchase and replacement of dispatch uniforms. Per contract full-time employees get \$200 per year (4x200= \$800). An additional \$200 per year was added for part-time shirts.
100-52-52600-214 CRIMINAL RECORDS CHECK	\$ 1,700	Fees paid to State of Wisconsin for operators' license applicants' background checks. Fees are paid for through applicants' fees. Department averages approximately 330 checks per year @ \$7.00 each = \$2,310. This account was underfunded due to fee increase in 2010.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-52-52600-240 SERVICE CONTRACTS	\$ 76,000 \$40,571 3,794 9,200 2,800 1,440 250 14,000 4,063 <hr/> 76,118	Service contracts for: radios, RMS, CAD and Court software, radio console, 911 and other equipment. Amount includes maintaining the VHF radio frequencies for the FD and DPW. Our share of the Global RMS/CAD system for 2011 is \$40, 571; MAPD 800 MHz Radio \$3,794; General Communications (DPW & FD VHF) \$9,200; AT&T phone circuits for DPW & FD VHF radios (4 at Water Tower and 2 at South Town) \$2,800; TIME quarterly \$1,440; Language Line is approximately \$250/yr; plus misc expenses. Dane County fees for CAD and CITRIX an additional \$14,000 per year. DaneCom fees are estimated at \$4,063 for 2012; \$8,091 for 2013; \$15,979 for 2014 and \$21,348 for 2015. This line may be underfunded depending on maintenance expenses not covered by contracts.
100-52-52600-241 OUTSIDE SERVICES	\$ -0-	Line provided \$7,500 for 50% of a dispatch study in 2008. Study not authorized to be performed. Item deleted for 2009.
100-52-52600-340 DISPATCH SUPPLIES	\$0	Batteries, tapes, computer paper, print cartridges.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

Public Works

**53100, 53200, 53210, 53300,
55200, 56110**

MISSION OF DEPARTMENT:

Provide ongoing maintenance and repair of city facilities.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. Maintain maintenance of City streets, parks and trees at a high level under budgetary constraints.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Continue to communicate department priorities to the general public, the City Council, Public Works Committee and Park and Recreation Board.
2. Maintain comprehensive five-year capital improvement plan.
3. Develop street tree long-term maintenance, removal and replacement program.

SIGNIFICANT PROGRAM, COST, AND PERSONNEL CHANGES:

1. Increase in cost of employee benefits (retirement, health insurance).
2. Replacement of Projects Coordinator and GIS/IT Specialist.
3. 0% budget directive.

GOAL ACHIEVEMENTS IN 2011:

1. Street and utility improvements on Tecumseh Avenue, Nishishin Trail, Neponset Trail and Pocahontes Drive.
2. Complete sealcoat and striping at Ahuska Park.
3. Complete pavement section replacement on Winnequah Road and Wallace Avenue.
4. Vehicle and equipment replacements.
5. Complete bump-out modifications on Winnequah Road.
6. Install automatic gate controller at DPW Garage.

GOALS NOT ACHIEVED:

1. Development of street tree long-term maintenance, removal and replacement program.

PUBLIC WORKS
ACCOUNT JUSTIFICATIONS

HIGHWAY AND STREET ADMINISTRATION

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-53-53100-110 DIR. OF PUBLIC WORKS SALARY	\$ -0-	Director of Public Works
100-53-53100-111 ASSISTANT DIRECTOR OF PUBLIC WORKS SALARY	\$ 30,765	Assistant Director of Public Works
100-53-53100-112 WORKING FOREMAN SALARIES	\$ 350	Full-time labor
100-53-53100-117 LONGEVITY	\$ -0-	
100-53-53100-130 FICA	\$ 2,380	Social Security at 7.65%.
100-53-53100-131 WISCONSIN RETIREMENT	\$ 1,815	Wisconsin Retirement at 11.5%.
100-53-53100-132 LIFE AND DISABILITY INSURANCE	\$ 115	City share of life/disability insurance.
100-53-53100-133 HEALTH INSURANCE	\$ 4,005	Health, vision and dental insurance.
100-53-53100-134 PROFESSIONAL DEVELOPMENT	\$ 400	Employee expenses for seminars, workshops, conferences.
100-53-53100-320 PUBLICATIONS	\$ -0-	
100-53-53100-340 OPERATING SUPPLIES	\$ -0-	Office and field supplies related to engineering and construction.
100-53-53100-350 EQUIPMENT MAINTENANCE AND REPAIR	\$ 200	Routine maintenance and minor repair of office and field equipment.
100-53-53100-360 VEHICLE MAINTENANCE AND REPAIR	\$ 200	Maintenance and repair of vehicle assigned to Assistant Director of Public Works.

PUBLIC WORKS
ACCOUNT JUSTIFICATIONS

SHOP, MACHINERY AND BUILDINGS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-53-53200-110 MECHANIC SALARIES	\$ 43,780	Mechanic's labor for building and equipment maintenance and repair.
100-53-53200-111 SHOP SALARIES	\$ 7,751	Work done in Public Works Garage by Public Works crew members.
100-53-53200-120 OVERTIME	\$ 1,000	Estimated 30 hours.
100-53-53200-130 FICA	\$ 4,019	Social Security at 7.65%.
100-53-53200-131 WISCONSIN RETIREMENT	\$ 6,199	Wisconsin Retirement at 11.5%.
100-53-53200-132 LIFE AND DISABILITY INSURANCE	\$ 145	City share of life/disability insurance.
100-53-53200-133 HEALTH INSURANCE	\$ 17,530	Health, dental and vision insurance.
100-53-53200-220 GAS AND ELECTRIC UTILITIES	\$ 23,050	Garage utilities.
100-53-53200-221 TELEPHONE	\$ 3,700	Garage telephone and fax (includes cell phones).
100-53-53200-222 WATER AND SEWER UTILITIES	\$ 4,800	Garage utilities.
100-53-53200-240 OUTSIDE SERVICES	\$ 0	Contract services for fuel tank testing, landscape services and fire protection services.
100-53-52300-350 REPAIR AND MAINTENANCE SUPPLIES	\$ 19,000	Supplies for machinery, equipment, and garage.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Public Works
Engineering
53210**

MISSION OF DEPARTMENT:

Provide planning, design and construction administration of capital improvement projects, together with maintenance of the GIS, mapping and construction records system. Department staff also provides technical support for city operations and staffing for the City Council, Public Works Committee and several ad-hoc committees.

SIGNIFICANT PROGRAM, COST, AND PERSONNEL CHANGES:

1. Increase in employee benefits (retirement, health insurance).

GOAL ACHIEVEMENTS IN 2011:

1. Administration of design phase of Phase II of Monona Drive Reconstruction.
2. Administration of preliminary design of Phase III of Monona Drive Reconstruction.
3. Administration of 2011 street and utility reconstruction.
4. Administration and planning for Belle Isle Dredging project.
5. Completion of Phase II additions into GIS mapping.
6. Upkeep and improvement of GIS mapping.
7. Administration of HVAC and window replacement project.
8. Administration of traffic control upgrades at Copps Avenue and Broadway intersection.
9. Administration of demolition of City buildings on Monona Drive.
10. Filled the open position of Projects Coordinator and GIS/IT Specialist

GOALS NOT ACHIEVED:

**PUBLIC WORKS
ACCOUNT JUSTIFICATIONS**

ENGINEERING

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-53-53210-110 SALARIES	\$ 25,692	Allocation of salaries for City Engineer/ Director of Public Works and Assistant to City Engineer.
100-53-53210-119 PART-TIME WAGES	\$ -0-	Part-time intern wages.
100-53-53210-130 FICA	\$ 1,965	Social Security at 7.65%.
100-53-53210-131 WISCONSIN RETIREMENT	\$ 1,516	Wisconsin Retirement at 11.5%.
100-53-53210-132 LIFE AND DISABILITY INSURANCE	\$ 70	City share of life/disability insurance.
100-53-53210-133 HEALTH INSURANCE	\$ 6,157	Health, dental and vision insurance.
100-53-53210-134 PROFESSIONAL DEVELOPMENT	\$ 2,000	Employee expenses for seminars, workshops, conferences, and continuing education.
100-53-53210-240 OUTSIDE SERVICES	\$ 500	Engineering Services with outside consulting engineering firms.
100-53-53210-245 SOFTWARE PURCHASES AND MAINTENANCE	\$ 2,500	Software upgrades and support costs.
100-53-53210-310 OFFICE SUPPLIES	\$ 400	Paper, copy expenses and other office supplies
100-53-53210-343 ENGINEERING SUPPLIES	\$ 400	Copy and reproduction equipment supplies.
100-53-53210-345 SURVEY/CONSTRUCTION STAKING SUPPLIES	\$ 200	Lath, stakes, paint, flagging and related construction staking supplies.
100-53-53210-710 METROPOLITAN PLANNING ORGANIZATION	\$ 2,086	Annual MPO fees.
100-53-53210-360 VEHICLE MAINTENANCE AND REPAIR	\$ 500	Maintenance and repair of two vehicles.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-53-53210-370 FUELS AND ADDITIVES	\$ 1,518	Fuel for vehicles.
100-53-53210-900 CAPITAL FUND STREET ENGINEERING	-	Offset to other funds.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
ROAD RELATED FACILITIES										
100-53-53420-220	63,249	73,963	65,319	30,767	63,000	60,000	63,000	63,000	63,000	63,000
100-53-53420-230	-	-	-	8	-	-	-	-	-	-
100-53-53420-231	-	-	-	-	-	-	-	-	-	-
100-53-53420-233	7,169	8,101	44	7,485	7,485	8,000	7,500	7,500	7,500	7,500
	<u>\$70,418</u>	<u>\$82,064</u>	<u>65,363</u>	<u>38,260</u>	<u>70,485</u>	<u>68,000</u>	<u>70,500</u>	<u>70,500</u>	<u>70,500</u>	<u>70,500</u>
			CURRENT YEAR		PROPOSED	DIFFERENCE				
PERSONNEL			-		-	N/A				
NON-PERSONNEL			<u>68,000</u>		<u>70,500</u>	4%				
TOTAL			<u>68,000</u>		<u>70,500</u>	4%				

**PUBLIC WORKS
ACCOUNT JUSTIFICATIONS**

STREET MAINTENANCE

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-53-53300-110 STREET SALARIES	\$ 35,563	Labor for street maintenance and repair, and traffic control.
100-53-53300-111 SNOW AND ICE SALARIES	\$ 25,989	Labor for snow and ice control of streets and sidewalks.
100-53-53300-112 SHIFT DIFFERENTIAL	\$ 500	Scheduled work outside normal work hours at \$0.40 per hour.
100-53-53300-114 ON CALL WAGES	\$ 2,600	Per Public Works Contract, November 1 – April 1.
100-53-53300-115 ROW MAINTENANCE	\$ 4,559	Labor for maintenance of street ROW green space areas.
100-53-53300-117 LONGEVITY PAY	\$ 3,200	Longevity pay for all DPW functions per union contract.
100-53-53300-118 LEAVE WAGES	\$ 41,034	Labor allocation for sick leave, vacation, jury duty, holiday, bereavement, and workers comp.
100-53-53300-119 WAGES PART-TIME	\$ -0-	
100-53-53300-120 STREET OVERTIME	\$ 500	Overtime for street related emergencies.
100-53-53300-121 SNOW AND ICE OVERTIME	\$ 15,000	Overtime for snow removal after normal work hours.
100-53-53300-130 FICA	\$ 9,864	Social Security at 7.65%.
100-53-53300-131 WISCONSIN RETIREMENT	\$ 15,216	Wisconsin Retirement at 11.5%.
100-53-53300-132 LIFE AND DISABILITY INSURANCE	\$ 350	City share of life/disability insurance.
100-53-53300-133 HEALTH INSURANCE	\$ 42,469	Health, dental and vision insurance.
110-53-53300-134 PROFESSIONAL DEVELOPMENT	\$ 500	Seminars and training.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-53-53300-137 UNIFORM ALLOWANCE	\$ 3,000	Work uniform allowances for DPW per union contract.
100-53-53300-190 OTHER PERSONNEL SERVICES	\$ 300	Public Works Employment Testing Services.
100-53-53300-230 STREET OUTSIDE SERVICES	\$ 16,120	Contract services for crack filling, entryway feature maintenance.
100-53-53300-231 MEDIAN & TERRACE MAINTENANCE	\$ 26,880	Maintenance of Broadway and Monona Drive medians.
100-53-53300-340 SAFETY EQUIPMENT/TESTING	\$ 1,300	Safety equipment for all DPW employees.
100-53-53300-350 STREET EQUIPMENT MAINTENANCE/ REPAIR	\$ 7,000	Maintenance and repair of equipment and vehicles.
100-53-53300-351 SNOW/ICE EQUIPMENT MAINTENANCE/REPAIR	\$ 4,000	Maintenance and repair of snow and ice control equipment.
100-53-53300-370 FUEL/ADDITIVES	\$ 35,000	Diesel fuel, unleaded gas and oil, other lubricants.
100-53-53300-371 STREET SUPPLIES	\$ 10,000	Supplies for the program (including signs). Cold patch, snow fence, signposts, and gravel.
100-53-53300-372 SNOW/ICE SUPPLIES	\$ 23,000	Supplies for the program (salt, treated sand).
100-53-53300-373 FLOOD CONTROL SUPPLIES	\$ -0-	Sand and sandbags for temporary flood control.

ROAD RELATED FACILITIES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-53-53420-220 STREET LIGHTING UTILITIES	\$ 63,000	Street lighting utility and maintenance costs.
100-53-53420-230 SIDEWALK MAINTENANCE AND REPAIR	\$ -0-	Maintenance and repair of City sidewalks that pose safety hazards (included in Capital Budget).
100-53-53420-233 TRAFFIC CONTROL MAINTENANCE	\$ 7,500	Traffic signals on Monona Drive and Broadway.

**PUBLIC WORKS
ACCOUNT JUSTIFICATIONS**

PARKS OPERATIONS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-55-55200-110 PARK SALARIES	\$ 63,831	Labor to perform maintenance of parks.
100-55-55200-119 WAGES, PART-TIME	\$ 26,250	Summer seasonal employees.
100-55-55200-120 OVERTIME	\$ 4,000	Support for July 4 th festival and weekend park activities.
100-55-55200-130 FICA	\$ 7,197	Social Security at 7.65%.
100-55-55200-131 WISCONSIN RETIREMENT	\$ 7,868	Wisconsin Retirement at 11.5%.
100-55-55200-132 LIFE & DISABILITY INS.	\$ 200	City share of life/disability insurance.
100-55-55200-133 HEALTH INSURANCE	\$ 25,301	Health, dental and vision insurance.
100-55-55200-134 PROFESSIONAL DEVELOPMENT	\$ -0-	Education and training to support park
100-55-55200-220 ELECTRIC UTILITIES	\$ 12,380	Gas and utilities for park lighting and shelters.
100-55-5520-221 TELEPHONE	\$ -0-	
100-55-55200-222 WATER AND SEWER UTILITIES	\$ 6,000	Utilities for shelters, restrooms, and
100-55-55200-225 STORMWATER UTILITY EXPENSE	\$ 8,500	Charges paid for City park lands to the Stormwater Utility.
100-55-55200-240 OUTSIDE SERVICES	\$ 0	Consultant services for analysis, surveys and reports and pest control treatments.
100-55-55200-312 POSTAGE	\$ 0	Support of program.
100-55-55200-340 PARK SUPPLIES	\$ 10,200	Includes paper towels, toilet paper, trash bags, sand, miscellaneous parts, paint, recycling containers for park shelters, etc.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-55-55200-350 EQUIPMENT MAINT/REPAIR	\$ 4,000	Maintenance and repair of park equipment and park maintenance equipment.
100-55-55200-351 FACILITIES MAINT/REPAIR	\$ 3,000	Maintenance and repair of park shelters, restroom facilities, equipment sheds and park equipment.
100-55-55200-370 FUEL/ADDITIVES	\$ 4,000	Lawn mower fuel and oil.
100-55-55200-391 ENTRANCE SAILS MAINTENANCE	\$ -0-	Cleaning and sail repair costs.
100-55-55200-392 PORTABLE RESTROOMS	\$ -0-	Portable restroom charge for all parks except Lottes Park.
100-55-55200-395 GAZEBO MAINTENANCE	\$ -0-	Maintenance at the Gazebo.
100-55-55200-393 LOTES PARK PORTABLE RESTROOMS	\$ 1,800	Portable restroom at Lottes Park.
100-55-55200-394 LAKEWEED SPRAYING	\$ -0-	Outside services contract cost. Covers boat launches and also spraying in Lake Edge, Squaw Bay and other areas.

PUBLIC WORKS
ACCOUNT JUSTIFICATIONS

CONSERVATION AND DEVELOPMENT – FORESTRY

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
100-56-56110-110 FORESTRY SALARIES	\$ 19,605	Labor for forestry, brush collection, and leaf collection activities.
100-56-56110-119 PART-TIME SALARIES	\$ -0-	Part-time salaries.
100-56-56110-120 OVERTIME	\$ 500	Emergency brush and tree removal.
100-56-56110-130 FICA	\$ 1,538	Social Security at 7.65%.
100-56-56110-131 WISCONSIN RETIREMENT	\$ 2,372	Wisconsin Retirement at 11.5%.
100-56-56110-132 LIFE AND DISABILITY INSURANCE	\$ 82	City share of life/disability insurance.
100-56-56110-133 HEALTH INSURANCE	\$ 7,771	Health, dental, vision insurance.
100-56-56110-240 OUTSIDE SERVICES	\$ 6,000	Contract services for professional forester.
100-56-56110-340 FORESTRY SUPPLIES	\$ 350	Supplies for the program.
100-56-56110-350 EQUIPMENT MAINT/REPAIR	\$ 1,000	Maintenance and repair of brush equipment.
100-56-56110-351 RIGHT-OF-WAY TREE REMOVALS	\$ -0-	Contract services for street tree removals.
100-56-56110-352 TREE REMOVALS	\$ 15,000	Contract services for tree removals in City parks, right-of-way at other areas within the City.
100-56-56110-353 PARK TREE REPLACEMENT	\$ -0-	Tree replacement for trees removed included in capital budget.
100-56-56110-354 BRUSH COLLECTION SERVICES	\$ 19,550	Contract with Green Valley Disposal for brush collection services. (50% of annual costs).
100-56-56110-355 GYPSY MOTH SPRAY PROGRAM	\$ 9,800	Gypsy Moth spraying cost (City's portion of WDNR coordinated program).

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
PUBLIC WORKS TOTAL RECAP										
(Includes Highway & Street Administration, Shop Machinery & Buildings, Street Maintenance, parks and Forestry)										
			CURRENT YEAR		PROPOSED	DIFFERENCE				
PERSONNEL			465,614		483,214	3.78%				
NON-PERSONNEL			<u>371,780</u>		<u>350,530</u>	-5.72%				
TOTAL			<u>837,394</u>		<u>833,744</u>	0%				

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
COMMUNITY DEVELOPMENT AUTHORITY										
REVENUES										
201-46-41110-000	-	-	-	-	-	-	-	-	-	-
201-48-48110-000	119	24	10	2	-	-	-	-	-	-
201-48-48900-000	6	-	-	-	-	-	-	-	-	-
201-48-48900-100	-	-	-	-	-	-	-	-	-	-
201-49-49240-100	26,520	-	-	-	26,841	26,841	25,000	25,000	23,500	23,500
201-49-49240-400	15,000	15,000	-	-	85,480	85,240	85,200	85,200	85,200	85,200
201-49-49240-401	-	-	-	-	-	-	-	-	-	-
201-49-49300-000	-	-	-	-	-	-	-	-	-	-
	\$41,645	\$15,024	10	2	112,321	112,081	110,200	110,200	108,700	108,700
EXPENDITURES										
201-56-56700-200	-	-	-	-	-	-	-	-	-	-
201-56-56700-210	1,160	-	36	10,423	10,423	-	-	-	-	-
201-56-56700-213	-	3,480	11,906	12,351	20,000	42,746	38,000	38,000	38,000	38,000
201-56-56700-214	-	184	4,993	3,572	-	-	-	-	-	-
201-56-56700-312	-	-	-	-	-	-	-	-	-	-
201-56-56700-390	-	-	-	-	-	-	-	-	-	-
201-56-59270-100	30,751	18,868	10,783	2,169	10,000	39,000	39,000	39,000	39,000	39,000
201-56-59210-110	6,978	7,059	7,334	3,895	7,554	7,554	7,554	7,554	7,554	7,554
201-56-59210-130	529	531	550	267	578	578	578	578	578	578
201-56-59210-131	740	734	805	414	831	831	446	446	446	446
201-56-59210-132	17	21	21	10	25	25	25	25	25	25
201-56-59210-133	1,118	1,137	1,259	676	1,347	1,347	1,455	1,455	1,552	1,552
201-56-59210-210	-	-	-	-	10,000	20,000	18,500	18,500	17,000	17,000
201-56-59210-212	-	-	-	-	-	-	-	-	-	-
201-56-58200-620	-	-	-	-	-	-	-	-	-	-
201-59-59000-900	-	-	-	-	-	-	-	-	-	-
	\$41,293	\$32,014	37,687	33,777	60,758	112,081	105,558	105,558	104,155	104,155
			CURRENT YEAR		PROPOSED	DIFFERENCE				
PERSONNEL			10,335		10,155	-2%				
NON-PERSONNEL			<u>101,746</u>		<u>94,000</u>	-8%				
TOTAL			<u>112,081</u>		<u>104,155</u>	-7%				

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT 2012**

**Library
Library Operations
202**

MISSION OF DEPARTMENT:

The Monona Public Library's primary mission is to help meet the educational, informational, and leisure needs of area residents, organizations, and businesses. We are a dynamic, civic resource which offers creative and capable staff, and responds to community needs for quality information and library services. We provide free and open access to recorded knowledge and provide expert guidance in its use. We offer the community a well-maintained, balanced collection of materials in popular formats.

Offering innovative, relevant programming to stimulate reading and the desire to learn, we also provide an array of public use computers, information technologies, training and tutoring opportunities. As a portal to an ever expanding world of information and knowledge, the library is a synergistic center of activity and opportunity for the expanded community. The library fully participates in collaborative library activities – within the County and region – and in so doing provides the widest range of services and resources possible in the most cost effective manner. We carry out programs and services in a comfortable, attractive and safe library building and grounds.

CHALLENGES AND OPPORTUNITIES AHEAD

1. *Maintain programs and services at current levels*

We recognize the difficult economic climate facing the City, and seek to maintain our current levels of service for 2012. In previous years, we have significantly expanded our offerings, with early literacy efforts, increased technology, new services that encourage adult enrichment and the exchange of ideas, and increased attention on teens. We seek to maintain our current offerings while also seeking to add new, low-cost services.

2. *Provide access to and train patrons in the use of various technologies in and out of the library building*

We continue to update many of our patron access computers and have provided wireless laptops to extend access to the Internet in the library. We need to offer formal and one-to-one training and support for these and other technologies. Also, the Library seeks to work with SCLS to expand Library offerings and services online via PC and mobile devices, areas where much could be done to enhance offerings for the public. We hope to significantly upgrade the Library's wireless network in 2012, making the service more robust and consistent throughout the building.

3. *Sustain the significant gains made in developing a more relevant and useful collection of materials in all major formats*

We continue to leverage our materials budgets provided by the City with grants from organizations such as Susan G. Komen, Wisconsin Public Radio, the New Harvest Foundation, and other sources.

4. *Provide a safe, clean, secure and inviting facility and surroundings*

We have systematically been working to improve the care and upkeep of the facility and its environs so that users find a library building that is always pleasant and fun to visit. We want library equipment cared for and properly maintained and to guarantee the infrastructure is preserved in the best possible manner. The replacement of the HVAC in the Fall will do much to decrease expanding maintenance costs.

We have completed a Building & Grounds Planning Study by Aro Eberle Architects of Madison to guide future development of the building's interior spaces and grounds. We hope to make the building more flexible and for our patrons to easier locate materials and services provided.

5. *Secure adequate resources to provide for library goals and objectives and seek alternative funding, including donations and grants, and plan for changes in Dane County funding of public libraries*

Almost a third of our operating revenue comes from Dane County reimbursement funding that demands that we maintain certain standards of service. The funding formula remains the same for the moment, but County officials are calling for changes in the near future. The opening of a new library in Fitchburg will also negatively affect available funding of other Dane County libraries.

The Library continues to receive meaningful contributions from our Friends group. The group has a fall book sale every year and sells library bags to add new sources of revenue. Many of the enhanced youth services programs are supported by money raised by the Friends. While alternative sources of funding are meant to support purchases and activities outside the scope of the library's operating budget, be assured that we join them in actively seeking new ways to bring in more donations and funds.

In 2012, funds for materials from the Booked for Life endowment will be made available to augment our materials purchasing. We will seek to extend and expand the terms of our Susan G. Komen grant for women's health. We will continue to seek new opportunities to maximize revenue from non-traditional sources.

6. Focus on collaboration and networking with others

We need to continue to find opportunities for collaboration with other community groups, businesses and City agencies to meet common goals and objectives. We are working closely with Monona Grove, the Alternative High School, the Madison Community Foundation, and Susan G. Komen for the Cure Foundation. We will continue to seek new partners that will enable us to broaden our offerings. We are working with several other Dane County libraries to pursue jointly purchasing electronic resources.

We also need to continue to enhance the marketing and outreach activities of the library.

DEPARTMENT 2012 GOALS TO MEET CHALLENGES AND OPPORTUNITIES:

2012 Goal	Method for Measuring Success
Offer a relevant and current collection of materials that is effectively merchandized to encourage reading and learning.	We will easily meet Dane County Standards for materials budget and size of collection. We will experience an increase in circulation of materials and reduce wait time for items in demand by Monona residents.
Augment Materials budget with Booked for Life and grant-supported funds. Continue to search for new and apply for new grant opportunities.	Receive a 2012 grant from Komen Foundation. Determine number of items purchased with Endowment funds.
Support a digitized way of life and be a favored digital destination by offering an outstanding web presence, high bandwidth, and access to computers and other relevant technology, including ebooks.	Determine if accomplished by measuring usage of and monitor increases in web page usage figures.
Keep current staffing and volunteer levels and search for operational efficiencies by encouraging self-check usage. We will increase staff training in all areas, especially technology troubleshooting.	Comparative analysis of available volunteer hours and improved retention rates. We will encourage patron use of self-check machines and evaluate usage
Continue to be a family attraction in Monona with additional resources in Early Literacy Learning that foster love of reading, language skills, learning readiness and creativity.	Determine the amount of increase in youth program offerings and attendance and library checkouts of youth material.
Continue to correct external & internal building problems and continue to improve landscape and grounds.	Reduced costs on building maintenance. Lighting will meet national standards. The extent of our gardens will increase.
Provide more literacy and computer literacy programs and market unique appointment-based reference and information services as well as online tutoring services	Compare statistics on an annual basis.
Continue to expand our focus on Health & Wellness with expanded programs for patrons	Determine amount of programs and increase in collection size.
Reduce all lighting problems in the public and staff areas of the building.	Lighting levels in all areas of the Library will match national standards for public libraries and be sustainable.
Continue to adapt to new Library operating software	Continue to provide in-depth customer and staff training on new operating system. Work with other SCLS libraries to prompt system to implement development of new software features.
The Library Director will work with the Board to develop a Strategic Plan to set direction of Library for next 5 years	Provide a planning platform for staff and community involvement and explore direction the Library needs to embark on for the next 5 to 10 years.

SIGNIFICANT PROGRAM CHANGES:

We will continue to emphasize usage of the self-checkout machine to enable further staff productivity in other areas.

We are creating a strong identity as an Early Childhood Learning Center, adding more Early Literacy Computers, educational toys that enhance literacy skills and interests in the young child, and more books on parenting.

We are expanding our vision and capacity to focus on specific areas of outreach, such as health literacy, environmental literacy, and parental support.

GOAL ACHIEVEMENTS IN 2011:

- **We continued to augment our operating budget by successfully seeking alternative funding sources. We were able to build new partnerships and strengthen existing relationships**

We were a recipients of grants from the Madison Community Foundation, Susan G. Komen for the Cure, New Harvest Foundation, and American Library Association for additional funds for collections and programming. We are working on joint-programming with Gilda's Club of Madison, the Center for Patient Partnerships, the Wisconsin Well Woman Program, The Natural Step Monona, and the Aldo Leopold Foundation.

- **We completed a Building & Grounds Planning Study by Aro Eberle Architects of Madison to guide and prioritize future building projects**

The Library Board commissioned local architectural firm Aro Eberle to conduct a space-use study, and to develop conceptual plans for future projects that would improve the building's efficiency and flexibility, the patron experience, and safety and security. Priorities include making the entrance and lobby more attractive and the library more accessible, eliminating foot traffic "choke-points" in the upstairs portion of the building, and utilizing the ground floor to a greater extent.

- **We implemented two new self-checkout stations for patrons, increasing self-service to over 50% of transactions**

We have long had the goal of emphasizing self-use by our customers for basic circulation transactions. The three self check stations free staff to focus on other duties and also enables them to give longer, more in-depth customer service when required.

- **We began and continue to develop new special collections, for use by Monona residents and all residents within the South Central Library System. We continue to focus on boosting various forms of literacies of people in all age groups**

2011 saw the expansion of the Susan G. Komen Collection, the Health & Wellness Collection, the Sustainability Section, Parenting Collection and the introduction of the Local Music Collection and New Harvest LGBT Collection. We take pride in our efforts to enrich the lives of our patrons.

- **We continue to upgrade our technology offerings for patrons of all ages**

We continue to invest in technological upgrades for our patrons, including additional laptops for use by patrons in-house. We are exploring options with the South Central Library System to offer increased access to digital materials, such as ebooks and downloadable audiobooks.

- **We continue to emphasize Teen materials and use of the facility by preteens and teens**

Teens themselves put on another Harry Potter Festival during the December school break, the National Pi Day, worked with the UW-Madison Environmental Studies Club on environmental programs for teens. Our June 2011 "Wizard Rock" concert was featured on the front page of the *Wisconsin State Journal*. We continue to work with the MG21 Alternative High School on Literacy programs for their students.

- **We corrected some of the lighting and building problems and improved the landscape**

We completed the addition of LED lighting in the Children's room and in the staff area, and improved the lighting at the circulation area. Replacing many of our existing light fixtures with LED lights will significantly reduce energy usage over time. We replaced our troublesome HVAC unit with a new unit courtesy of the Community Energy Bloc grant secured in 2010 by City Administrator Pat Marsh. This project will significantly reduce maintenance costs. We continue to employ a strong corps of volunteers to maintain and improve the gardens and grounds.

- *We continue aggressively cross-training staff on all procedures to maximize staff efficiency*

We are working on ensuring that all staff members are fully-trained in different functions of the Library, so that productivity can be maintained and maximized. All staff will be fully proficient in technology troubleshooting, such as resetting servers, will have knowledge of both public and technical services, and will assist in public outreach.

GOALS NOT ACHIEVED IN 2011:

1. An updated Strategic Planning process was not undertaken.
2. We have not redeveloped our website as planned.
3. We have not spent an adequate amount of time or attention on local history.

LIBRARY 2012
ACCOUNT JUSTIFICATION

REVENUES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
202-46-41110-000 GENERAL PROPERTY TAXES	\$ 440,286	Maintain City Appropriation at same level as 2011 budget.
202-46-43570-000 LSCA/LSTA GRANT	\$ -0-	No anticipation of grant money from LSCA/LSTA
202-46-43720-000 COUNTY AID FOR LIBRARIES	\$ 193,208	Estimated Dane County aid for operations based on projections provided by Dane County
202-46-43730-000 COUNTY AID FOR LIBRARY FACILITIES	\$ 28,870	Estimated Dane County aid for facilities-use reimbursement
202-46-46110-000 COPIER RECIEPTS	\$ 2,000	Based on 2011 estimated revenue
202-46-46710-000 FINES	\$ 20,000	Based on 2011 estimated circulation and revenue.
202-46-46720-000 BOOK AND AV RENTALS	\$ -0-	We no longer charge rent for demand items.
202-46-46730-000 ROOM RENTALS	\$ 2,300	Based on anticipated 2011 receipts.
202-46-48900-000 OTHER REVENUES	\$ 1,500	South Central Library System "Net Lender" payment, for serving non-resident circulation and other revenue.
202-46-48900-100 VENDING MACHINES	\$ 3,000	Estimated collection from vending machines to offset products purchased (see expenditures). New vending units promise slightly higher revenue for 2011.
202-46-49300-002 FUND BALANCES APPLIED	\$41,000	To meet goals for 2012 and utilize, in a manner, the saved funds from previous years. The Library Board wishes to bring down our Fund Balance.

EXPENDITURES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
202-55-55110-110 UNION STAFF SALARIES	\$129,691	Reflects Union contract-mandated increases.
202-55-55110-111 PROFESSIONAL SALARIES	\$135,438	Library Director and two Librarians, based on Board-approved salary schedule.

(EXPENDITURES CONT).

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
202-55-55110-112 SHIFT DIFFERENTIAL	\$ 500	Evening and Sunday staff pay differential
02-55-55110-117 LONGEVITY PAY	\$ 500	Based upon 2011 budget.
202-55-55110-119 WAGES PART-TIME	\$106,220	Part-time Library Assistants and Pages, including seasonal and outdoor summer help
202-55-55110-120 OVERTIME	\$ -0-	No overtime allowed
202-55-55110-130 FICA	\$27,351	Estimate based on 2012 salaries.
202-55-55110-131 WISCONSIN RETIREMENT	\$22,411	Estimate based on eligible salaries and changes to the Wisconsin Retirement System Payments by the City.
202-55-55110-132 LIFE AND DISABILITY INSURANCE	\$ 375	Based on staff participation
202-55-55110-133 HEALTH INSURANCE	\$65,425	Estimate based on staff participation.
202-55-55110-134 PROFESSIONAL DEVELOPMENT	\$ 4,000	Knowledge workers need on-going training to meet community expectations.
202-55-55110-220 GAS AND ELECTRIC UTILITIES	\$ 42,998	Represents the library's share; additional amount of 15% is paid from the Cable fund for Library Media Room costs.
202-55-55110-221 TELEPHONE & INTERNET	\$ 1,600	Based on actual costs experienced in 2011.
202-55-55110-222 WATER AND SEWER UTILITIES	\$ 3,600	Based on projected 20% increase in 2012
202-55-55110-240 SERVICE CONTRACTS	\$ 39,000	Cleaning, HVAC, Elevator, Fire suppression, Windows, and landscape.
202-55-55110-241 AUTO SHARED COST SYSTEM	\$39,614	Cost set by shared automation agreement with SCLS
202-55-55110-310 OFFICE SUPPLIES	\$7,766	Processing of new materials as well as traditional office expenses are paid out of this line.
202-55-55110-312 POSTAGE	\$200	Reflects decreased 2010 expenses
202-55-55110-321 PUBLIC NOTICES	\$100	

(EXPENDITURES CONT.)

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
202-55-55110-340 JANITORIAL SUPPLIES	\$ 2,200	Necessary for building maintenance & cleaning.
202-55-55110-340 CHILDREN'S/YA SERVICES	\$ 2,500	Used for story times, program supplies, and performers.
202-55-55110-3505 EQUIPMENT MAINT/REPAIR	\$8,500	Based on expenses in 2011 and anticipated repair of equipment
202-55-55110-351 BUILDING MAINTENANCE AND REPAIR	\$8,500	Half the building is over 40 years old. Plumbing, lighting, and hardware problems frequently occur. We do anticipate fewer problems due to new HVAC system courtesy of Energy Block Grant
202-55-55110-390 OTHER SUPPLIES/EXPENSES	\$ 300	
202-55-55110-700 SOUTH CENTRAL LIBRARY SYSTEM	\$ 975	Charges for printing and other items.
202-55-55110-809 PERIODICAL, PAMPHLETS	\$ 5,500	Maintains 2011 level.
202-55-55110-810 AV & SOFTWARE	\$ 18,500	All DVD's, Books on CD, Playaways and gaming software for all age levels. Maintains 2011 level.
202-55-55110-811 ADULT BOOKS	\$ 17,500	2011 level.
202-55-55110-812 CHILDREN'S BOOKS	\$ 10,500	2011 level.
202-55-55110-813 YOUNG ADULT BOOKS	\$ 3,200	Increase from 2011 based on demand
202-55-55110-814 LARGE PRINT BOOKS	\$ 2,700	For senior population & others.
202-55-55110-815 REFERENCE BOOKS	\$ 200	Reflects decrease of demand as online resources becoming predominant as reference tool
202-55-55110-817 ELECTRONIC INFO SOURCES	\$ 4,000	Online subscriptions and services.
202-55-55110-818 BOOK LEASE PROGRAM	\$ -0-	Plan discontinued in 2007.
202-55-55110-819 VENDING MACHINE EXPENSE	\$ 2,300	Cost of products for vending machine. Pass through since we show profit on revenue side.

(EXPENDITURES CONT.)

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
202-55-55110-850 FUTURE LIBRARY FACILITIES	\$-0-	N/A
202-55-57610-851 TECHNOLOGY ENHANCEMENTS	\$ 2,500	Upgrades to building's wireless network and replacement of patron PCs.
202-55-57610-819 VENDING MACHINE EXPENSE	\$ 2,300	
202-55-59210-212 CITY ACCOUNTING/AUDIT SERVICES	\$ 4,500	No change
202-55-5921-510 INSURANCE	\$ 11,000	No change

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
CATV										
REVENUES										
203-46-44100-000	92,131	95,169	106,100	27,475	100,000	95,000	100,000	95,000	100,000	100,000
203-46-46700-000	32,049	34,227	36,332	337	37,071	37,071	37,132	37,132	37,132	37,132
203-46-46730-000	640	-	-	-	-	-	-	-	-	-
203-46-49300-000	-	-	-	-	-	16,413	7,224	14,224	7,641	7,641
	<u>\$124,820</u>	<u>\$129,396</u>	<u>142,432</u>	<u>27,812</u>	<u>137,071</u>	<u>148,484</u>	<u>144,356</u>	<u>146,356</u>	<u>144,773</u>	<u>144,773</u>
EXPENDITURES										
203-55-55370-110	41,652	45,954	47,092	25,032	46,692	46,692	46,692	46,692	46,692	46,692
203-55-55370-119	10,177	11,512	16,891	6,897	21,000	21,000	21,000	21,000	21,000	21,000
203-55-55370-130	3,907	4,270	4,755	2,156	5,178	5,179	5,178	5,178	5,178	5,178
203-55-55370-131	4,415	4,779	5,168	2,669	5,416	5,416	2,755	2,755	2,755	2,755
203-55-55370-132	98	99	99	50	100	100	100	100	100	100
203-55-55370-133	15,470	16,312	17,265	9,275	17,215	17,215	19,539	19,539	19,956	19,956
203-55-55370-134	124	-	295	115	200	500	500	500	500	500
203-55-55370-210	500	-	-	-	-	-	-	-	-	-
203-55-55370-211	240	240	-	260	260	300	300	300	300	300
203-55-55370-212	2,300	2,300	2,300	-	2,300	2,300	2,300	2,300	2,300	2,300
203-55-55370-220	5,708	5,958	2,335	2,564	7,000	7,200	7,560	7,560	7,560	7,560
203-55-55370-221	30	-	-	-	-	100	100	100	100	100
203-55-55370-225	-	-	-	-	-	2,000	-	2,000	-	-
203-55-55370-310	-	-	-	-	-	100	100	100	100	100
203-55-55370-311	-	-	-	-	-	2,000	200	200	200	200
203-55-55370-312	-	-	-	-	-	50	50	50	50	50
203-55-55370-313	636	636	200	100	100	300	300	300	300	300
203-55-55370-340	-	-	750	-	-	1,000	1,000	1,000	1,000	1,000
203-55-55370-341	104	4,000	4,000	-	4,000	4,000	4,000	4,000	4,000	4,000
203-55-55370-510	675	675	675	-	675	675	675	675	675	675
203-55-55370-800	1,231	413	4,232	778	778	1,000	1,000	1,000	1,000	1,000
203-55-55370-810	6,271	8,085	3,171	230	13,500	13,350	13,000	13,000	13,000	13,000
203-55-55370-815	4,000	-	-	-	-	-	-	-	-	-
203-55-55370-820	1,500	3,000	-	-	-	-	-	-	-	-
203-55-55370-816	-	-	-	-	-	5,000	5,000	5,000	5,000	5,000
203-59-59370-810	13,900	13,007	13,007	-	13,007	13,007	13,007	13,007	13,007	13,007
203-59-59370-900	-	-	-	-	-	-	-	-	-	-
	<u>\$112,938</u>	<u>\$121,240</u>	<u>122,235</u>	<u>50,126</u>	<u>137,421</u>	<u>148,484</u>	<u>144,356</u>	<u>146,356</u>	<u>144,773</u>	<u>144,773</u>
			CURRENT			PROPOSED	DIFFERENCE			
			YEAR							
PERSONNEL			95,602		95,681		0%			
NON-PERSONNEL			<u>52,882</u>		<u>49,092</u>		-7%			
TOTAL			<u>148,484</u>		<u>144,773</u>		-2%			

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Community Rec. Services
Community Ctr. Operations
204**

MISSION OF DEPARTMENT:

The Monona Community Center is a great place to hold a wedding reception, family reunion, party, or class. It is our mission to respond to the needs of our community as it grows and changes. We will provide timely and excellent customer service to give user groups the best accommodation possible.

CHALLENGES AND OPPORTUNITIES AHEAD:

The Community Center will be 48 years old in 2011 and continues to experience mechanical issues, high heating and cooling costs, and outdated aesthetics. The challenge is whether the building will be able to meet the current programming needs of the Recreation Department and Senior Center, as well as the current and future needs of the community as a gathering place and source of revenue through rentals for the city. A building study will be done in 2011 to look at whether a retrofit, or possibly a new building, is in the best interest of the city.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Determine how the center is currently being used (ie, rentals, fee-waiver groups, classes from Rec. Dept. and Senior Center) and determine the best possible use of the building.
2. Continue to provide excellent customer service from the reservation of a room to the setup and takedown of the facility.
3. Renovation of existing building of plans for a new building depending on building study in 2011.

ACCOMPLISHMENTS IN 2011:

1. Installation of new HVAC air handler to handle cooling of the building. Should see decrease in electricity usage based on being able to program the center during the heating and cooling months.
2. Installation of new sound system in the Main Hall and Senior Center.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
COMMUNITY CENTER										
REVENUES										
204-46-41110-000	107,421	107,421	125,211	140,876	140,876	140,876	140,129	140,129	140,752	140,752
204-46-46740-100	36,660	37,599	32,848	19,210	35,000	40,000	38,000	38,000	38,000	38,000
204-46-46740-120	964	2,707	1,124	512	1,100	1,500	1,200	1,200	1,200	1,200
204-46-46740-200	874	1,201	918	314	1,200	1,200	1,000	1,000	1,000	1,000
204-46-46740-300	-	379	142	(100)	150	200	200	200	200	200
204-46-46740-400	-	-	-	-	-	-	-	-	-	-
204-46-48900-000	(2)	-	-	(2)	-	2,000	-	-	-	-
204-46-49210-000	-	-	-	540	-	-	-	-	-	-
	145,917	149,307	160,243	161,350	178,326	185,776	180,529	180,529	181,152	181,152
EXPENDITURES										
204-55-55140-110	75,213	76,373	81,608	39,888	80,061	80,061	82,163	82,163	82,163	82,163
204-55-55140-111	-	270	-	-	-	-	-	-	-	-
204-55-55140-112	703	949	833	402	101	1,010	1,010	1,010	1,010	1,010
204-55-55140-114	164	611	-	-	-	-	-	-	-	-
204-55-55140-117	440	-	-	-	-	-	-	-	-	-
204-55-55140-120	5,417	7,214	7,377	1,947	6,000	6,100	6,100	6,100	6,100	6,100
204-55-55140-130	6,212	6,426	6,733	2,834	6,591	6,669	6,829	6,829	6,829	6,829
204-55-55140-131	7,339	7,592	8,512	4,127	9,478	10,112	7,495	7,495	7,495	7,495
204-55-55140-132	248	240	116	56	125	250	250	250	250	250
204-55-55140-133	17,310	17,708	21,155	9,960	21,244	21,487	22,797	22,797	23,420	23,420
204-55-55140-134	150	604	480	-	300	500	500	500	500	500
204-55-55140-137	211	114	216	-	250	250	250	250	250	250
204-55-55140-220	39,622	36,062	35,354	15,278	32,000	37,203	30,000	30,000	30,000	30,000
204-55-55140-221	2,162	2,743	2,788	1,608	2,700	2,500	3,000	3,000	3,000	3,000
204-55-55140-222	2,182	2,161	-	-	5,000	5,410	5,410	5,410	5,410	5,410
204-55-55140-240	5,637	6,892	6,229	3,510	6,800	7,000	7,000	7,000	7,000	7,000
204-55-55140-310	1,217	388	1,152	611	1,000	500	1,000	1,000	1,000	1,000
204-55-55140-312	113	-	-	-	25	25	25	25	25	25
204-55-55140-339	-	2,348	719	-	-	-	-	-	-	-
204-55-55140-344	1,310	3,677	2,099	539	2,500	2,500	2,500	2,500	2,500	2,500
204-55-55140-350	3,187	3,498	6,749	919	3,000	2,000	2,000	2,000	2,000	2,000
204-55-55140-351	3,496	3,250	3,573	1,492	300	2,000	2,000	2,000	2,000	2,000
204-55-55140-352	1,744	413	432	190	189	200	200	200	200	200
204-55-55140-353	-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY CENTER	174,077	\$179,533	186,125	83,361	177,664	185,776	180,529	180,529	181,152	181,152
			CURRENT			PROPOSED	DIFFERENCE			
			YEAR							
PERSONNEL			125,688			127,267	1%			
NON-PERSONNEL			60,088			53,885	-10%			
TOTAL			<u>185,776</u>			<u>181,152</u>	-2%			

COMMUNITY RECREATION SERVICES - COMMUNITY CENTER

ACCOUNT JUSTIFICATIONS

REVENUES

ACCOUNT	AMOUNT	DESCRIPTION
204-46-41110-000 GENERAL PROPERTY TAXES	\$ 140,752	Amount needed to subsidize Community Center.
204-46-46740-100 COM. CENTER RENTAL FEES	\$ 38,000	Fees based on rental time for ½ Day/Full Day during the week and 3 hour/6 hour time limit on the weekends. Increased rental fees in 2009.
204-46-46740-120 CONCESSIONS	\$ 1,200	Percentage income from soda machine and vending machine sales.
204-46-46740-200 COM. CENTER BAR LEASE	\$ 1,000	Contractual rent paid by lessee for the purpose of managing the Community Center bar. Ten percent (10%) of monthly receipts not to exceed a yearly total of \$3,600.
204-46-46740-300 CC EQUIPMENT RENTAL	\$ 200	TV/VCR/DVD, microphone/podium, stage LCD/overhead projector, white boards, coffee pot rentals.
204-46-48900-000 OTHER REVENUE	\$	

EXPENDITURES

ACCOUNT	AMOUNT	DESCRIPTION
204-55-55140-110 SALARIES	\$ 82,163	Park and Recreation Director (46%) Part-time Office Assistant for 494 (50%) Maintenance Worker 2 (100%) Lead Maintenance Worker (20%) Recreation/Aquatic Supervisor 198 (15%)
204-55-55140-111 OTHER PERSONNEL SERVICES	\$ -0-	Will cover special services performed by the Public Works Department at the Community Center.
204-55-55140-112 SHIFT DIFFERENTIAL	\$ 1,010	\$0.50 per hour as specified by Office and Maintenance Union Contract.
204-55-55140-117 LONGEVITY	\$ -0-	
204-55-55140-120 OVERTIME	\$ 6,100	Overtime is paid for all hours over 8 hours per day for Maintenance worker 2.
204-55-55140-130 FICA	\$ 6,829	Social Security at 7.65%.
204-55-55140-131 WISCONSIN RETIREMENT	\$ 7,495	Wisconsin Retirement at 11% for union employee, 5.9% for FT employees, 5.65% for PT assistant.

ACCOUNT	AMOUNT	DESCRIPTION
204-55-55140-132 LIFE AND DISABILITY INSURANCE	\$ 250	City share of premiums.
204-55-55140-133 HEALTH INSURANCE	\$ 23,420	Full coverage for Maintenance Worker II, and Director, pro-rated share (20%) of coverage for Lead Maintenance Worker.
204-55-55140-134 PROFESSIONAL DEVELOPMENT	\$ 500	Cover fees to attend State conference and membership in professional organization for Director and Rec/Aquatic Supervisor.
204-55-55140-137 UNIFORM ALLOWANCE	\$ 250	Uniforms for maintenance staff per Union contract.
204-55-55140-220 GAS AND ELECTRIC UTILITIES	\$ 30,000	Gas based on 2010 actual and 2011 projected. Based on 8% increase in cost but over 10 % reduction in usage per new air handler and thermostats.
204-55-55140-221 TELEPHONE	\$ 3,000	Regular phone lines include Senior Center main phone, Community Center fax machine and 2 #'s for the fire alarm system. Also includes Director's/Rec/Aquatic Supervisor/Maintenance II worker's cell phone.
204-55-55140-222 WATER AND SEWER UTILITIES	\$ 5,410	Water and sewer charges based on 2010 actual and 2011 estimated.
204-55-55140-240 SERVICE CONTRACTS	\$ 7,000	\$650 copier service contract, \$1,700 elevator service, \$432 fire alarm monitoring, \$800 fire and smoke alarm, \$530 for automatic door openers, Preventative maintenance for HVAC Kilgust contract at \$2,916 per year. Based on 2010 & 2011 actuals.
204-55-55140-310 OFFICE SUPPLIES	\$ 1,000	Includes computer supplies, paper, pens, and miscellaneous office materials
204-55-55140-312 POSTAGE	\$ 25	Postage for Community Center operations.
204-55-55140-339 CONCESSION EXPENSE	\$ 0	Includes gross expenses for community center's sale of soda, coffee, etc.
204-55-55140-344 JANITORIAL SUPPLIES	\$ 2,000	Includes cleaning supplies, paper products, small equipment as needed.
204-55-55140-350 EQUIPMENT MAINT/REPAIR	\$ 2,000	Plumbing, electrical and all mechanical systems repairs as needed.
204-55-55140-351 BUILDING MAINT/REPAIR	\$ 2,000	Repair and maintenance costs to the Community Center including grounds.
204-55-55140-352 ADVERTISING	\$ 200	Yellow page ad for the Community Center and Senior Center.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Community Recreation
Comm. Recreation Services
204**

MISSION OF DEPARTMENT:

Our primary mission is to ensure citizens of Monona an opportunity to participate in recreational activities of interest to them.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. To provide recreational opportunities for people of all ages in the City of Monona. Staff will continue to work on relationships with the Monona Grove School District, Cottage Grove Recreation Department, and local businesses to run joint programs that will benefit everyone.
2. To provide quality recreation programs at an affordable price within the constraints of the city budget.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Work with the local business community on program sponsorships to help reduce the cost of programs.
2. Establish a 501c (3) Friends of Monona Parks & Recreation to help with fund raising and Special Events for the Department

ACCOMPLISHMENTS IN 2011:

1. Continued internship program to give college students a hands-on learning experience and provide extra help for our programs at minimal cost.
2. New summer camp format was extremely successful.
3. Continued to use social media tools Facebook (406 fans) and Twitter to provide ongoing marketing for our department and programs.
4. Coordinated with the MG School District and coaches to offer camps in basketball, football, poms, tennis and volleyball in order to make registration easier for participants.
5. Coordinated with a professional design firm to produce the Spring/Summer and Fall/Winter newsletters.
6. Hosted a movie in the park night that was very popular.

2012 SIGNIFICANT PROGRAM CHANGES:

1. Offer Youth Soccer for kids in Pre-K thru 2nd grade.
2. Reducing number of field trips based on community demand
3. Pursue organizing a Friends of Monona Parks & Recreation that can be involved in fundraising and organization of special events.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET	
---	RECREATION										
---	REVENUES										
204-46-41110-000	25,292	21,337	28,714	28,711	31,729	31,729	31,788	31,788	37,660	37,660	
204-46-46720-200	19,230	46,770	38,342	24,829	41,000	42,000	41,500	41,500	41,500	41,500	
204-46-46720-210	406	4,138	16,535	10,214	18,000	20,000	18,000	18,000	18,000	18,000	
204-46-46720-220	9,215	11,046	13,591	13,039	14,000	13,000	13,000	13,000	13,000	13,000	
204-46-46720-230	12,202	10,330	9,549	2,852	8,000	12,000	7,000	7,000	7,000	7,000	
204-46-46720-260	-	-	-	-	9,000	9,000	9,000	9,000	9,000	9,000	
204-46-46720-240	3,500	-	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	1,350	1,350	1,350	1,350	
204-46-46720-250	815	1,560	1,260	120	1,300	1,000	1,000	1,000	1,000	1,000	
204-46-49210-000	-	-	-	-	-	-	-	-	-	-	
---	<u>\$70,660</u>	<u>\$95,181</u>	<u>107,991</u>	<u>79,765</u>	<u>123,029</u>	<u>128,729</u>	<u>122,638</u>	<u>122,638</u>	<u>128,510</u>	<u>128,510</u>	
---	EXPENDITURES										
204-55-55300-110	18,121	18,629	27,356	16,313	28,952	28,952	28,952	28,952	33,952	33,952	
204-55-55300-111	-	-	-	-	-	-	-	-	-	-	
204-55-53000-112	-	-	-	-	-	-	-	-	-	-	
204-55-55300-119	9,346	23,168	30,919	18,115	40,000	38,000	35,000	35,000	35,000	35,000	
204-55-55300-130	1,936	2,758	4,067	2,211	5,275	5,122	4,892	4,892	5,275	5,275	
204-55-55300-131	1,371	1,469	1,843	1,557	3,358	3,358	1,708	1,708	1,708	1,708	
204-55-55300-132	35	38	38	34	50	50	50	50	50	50	
204-55-55300-133	4,448	5,179	4,967	2,669	7,722	7,722	8,361	8,361	8,850	8,850	
204-55-55300-134	415	395	333	290	500	700	700	700	700	700	
204-55-55300-214	6,000	6,000	12,052	4,420	8,000	8,000	8,000	8,000	8,000	8,000	
204-55-55300-312	328	250	-	-	250	100	100	100	100	100	
204-55-55300-340	16,812	32,035	25,352	4,580	22,000	25,000	21,850	21,850	21,850	21,850	
204-55-55300-341	4,486	8,878	9,084	4,655	6,500	5,000	6,000	6,000	6,000	6,000	
204-55-55300-342	-	214	3,114	1,467	3,000	2,200	2,000	2,000	2,000	2,000	
204-55-55300-343	421	439	457	436	400	-	-	-	-	-	
204-55-55300-344	928	306	507	-	32	-	-	-	-	-	
204-55-55300-345	26	69	-	-	25	25	25	25	25	25	
204-55-55300-346	-	4,183	5,020	2,522	4,000	4,500	5,000	5,000	5,000	5,000	
204-55-59210-100	-	-	-	-	-	-	-	-	-	-	
---	<u>\$64,673</u>	<u>\$104,010</u>	<u>125,109</u>	<u>59,269</u>	<u>130,064</u>	<u>128,729</u>	<u>122,638</u>	<u>122,638</u>	<u>128,510</u>	<u>128,510</u>	
---	CURRENT YEAR										
---	PERSONNEL										
---	NON-PERSONNEL										
---	TOTAL										
---			<u>83,204</u>		<u>84,835</u>					<u>2%</u>	
---			<u>45,525</u>		<u>43,675</u>					<u>-4%</u>	
---			<u>128,729</u>		<u>128,510</u>					<u>0%</u>	

PARK AND RECREATION DEPARTMENT - RECREATION SERVICES
ACCOUNT JUSTIFICATION

RECREATION REVENUES

ACCOUNT	AMOUNT	DESCRIPTION
204-46-41110-000 GENERAL PROPERTY TAXES	\$ 37,660	Amount needed to subsidize recreation programs.
204-46-46720-200 YOUTH RECREATION PROGRAM FEES	\$ 41,500	This includes all fees charged for youth recreation programs.
204-46-46720-210 ADULT RECREATION PROGRAM FEES	\$ 18,000	Fees for all adult recreation programs including Zumba, Yoga, Pilates, Chicago Shopping Trip, Open Basketball, Flag Football
204-46-46720-220 YOUTH BASEBALL/SOFTBALL FEES	\$ 13,000	Fees and sponsorship money for Youth Baseball/Softball program.
204-46-46720-230 TENNIS PROGRAM FEES	\$ 7,000	Registrations for spring, summer and fall recreation classes and USTA leagues.
204-46-46720-260 CONTRACTED SERVICES	\$ 9,000	Revenue for MG Sport Camps and other independent contractors who provide programs under Monona Recreation.
PARK SHELTER ADMINISTRATIVE FEE	\$ 1,350	\$10 administrative fee per park shelter reservation to account for staff time. Based on 2010 135 shelter rentals.
204-46-46720-250 CANOE/KAYAK RENTAL	\$ 1,000	Canoe/kayak rental fees from Lottes, Frostwoods Beach and Schluter Beach Parks.

EXPENDITURES

ACCOUNT	AMOUNT	DESCRIPTION
204-55-55300-110 ADMINISTRATIVE SALARIES	\$ 33,952	27% of Park & Rec. Director salary 20% of Office Assistant for 198 hours 35% of Rec/Aquatic Supervisor
204-55-5530-119 WAGES, PART-TIME	\$ 35,000	Youth Recreation: \$23,000 Adult Recreation: \$12,000
204-55-55300-130 FICA	\$ 5,275	Social Security at 7.65%.
204-55-55300-131 WISCONSIN RETIREMENT	\$ 1,708	Wisconsin Retirement at 5.9% for full-time, permanent employees and 5.65% for part-time, permanent employees.
204-55-55300-132 LIFE AND DISABILITY INSURANCE	\$ 50	City share of premiums.

ACCOUNT	AMOUNT	DESCRIPTION
204-55-55300-133 HEALTH INSURANCE	\$ 8,850	27% of P&R Director's coverage 35% of Rec/Aquatic Supervisor coverage.
204-55-55300-134 PROFESSIONAL DEVELOPMENT	\$700	Membership in WPRA for Director and Supervisor and fees for attending state conference.
204-55-55300-214 CONTRACTED SERVICES	\$ 8,000	Expenses for contracted recreation programs including MG Sport Camps, Soccer & Science Camps
204-55-55300-312 POSTAGE	\$ 100	Postage for all recreation programs.
204-55-55300-340 YOUTH RECREATION EXPENSES	\$ 21,850	Summer Program equipment/ transportation/ entrance admission costs: \$12,000 Fall/Winter/Spring Program equipment/transportation/ entrance admissions costs: \$9,150
204-55-55300-341 YOUTH BASEBALL/SOFTBALL PROGRAM	\$ 6,000	Equipment and uniform expense.
204-55-55300-342 ADULT RECREATION EXPENSES	\$ 2,000	Bus cost for field trips, admission entrance fees, exercise class equipment expense.
204-55-55300-343 YOUTH SOCIAL/CULTURAL PROGRAMS	\$-0-	Expense now in Youth Recreation Expenses
204-55-55300-344 TENNIS PROGRAM	\$-0-	Expense now in Youth Recreation Expenses
204-55-55300-345 CANOE/ KAYAK	\$ 25	Canoe/Kayak rack expenses – printing of stickers and replacement of rubber on racks.
204-55-55300-346 ACTIVE NETWORK FEES	\$ 5,000	Transaction fees for using online registration software ActiveNet.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Community Rec. Service.
Senior Services
204**

MISSION OF DEPARTMENT:

The mission of the Monona Senior Center is to provide Senior Citizens with education, social, recreation, health and fitness programs as well as volunteer opportunities. We strive to enhance the dignity, support the independence and enrich the quality of lives of and advocate for older adults.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. Office Supplies and Professional Development line items are severely underfunded. As of August 2011, we have had office supply costs \$477 beyond what we had budgeted. Part of the reason is that we were fortunate to receive a color laser printer as a result of available IT funds at the end of 2010. The toner required for this printer is well beyond what we had in our budget. The \$400 in professional development funds is simply not enough to cover professional memberships and one annual conference. If our department is to keep up to date on the most effective program and service needs, we need to dedicate more funds to it.
2. MATC classes: Due to changes in finances at MATC, they have increased what they charge those 60 and better for computer classes at outreach sites. A \$4.00 course is now offered for \$40.00. Therefore, we have had no MATC classes run since the spring semester and will likely no longer be able to rely on MATC room rent for income. Fortunately, JetNett Corporation has increased the number of computer classes they offer free of charge to seniors at our center. They are offering five classes in the fall 2011 semester. Due to their generosity in offering FREE classes, we cannot collect room rent from them.
3. INCREASED ATTENDANCE/PROGRAMS: Attendance numbers are on the rise as more retirees look for productive, economical ways to spend their days. As a result, more programs are being requested, causing a strain on already tight space and limited staff time at the Senior Center. Attendance and program offering numbers continue to rise.
4. Currently, most program expenses to the Senior Center are passed along to the participants, except for occasional refreshments and entertainment. The population served at the Senior Center is on a limited, fixed income and increasing fees will only cause a decrease in attendance and participation. Now, more than ever we need to provide low-cost, local programs for our community as living expenses increase and income decreases.
5. **SPACE LIMITATIONS:** We continue to use alternate locations for programs to address the increased space concerns at the center. The Community Center holds Pilates, Stretch and Tone, special events, meetings, yoga and tai chi. We are considering investing in black-out shades for the Senior Center area so we are better able to accommodate movies and speakers in the main Senior Center space as the computer lab is sometimes too small to accommodate the group size. We are also installing shelving in the Anderson Room to accommodate craft sales while opening up the Anderson Room more to allow larger programs to meet there.
6. The Friends of the Monona Senior Center offers great opportunities for the development of our senior services. We have focused more on writing grants this year. Unfortunately, due to the economic climate, it is getting more difficult to have grants approved. An increasing number of worthy organizations are applying for the same dwindling dollars. We will continue to seek out alternative sources to fund operating expenses of the Senior Center as well as program expenses. To date, we have applied for four grants and two have been granted.

LONG-TERM GOALS FOR THE DEPARTMENT:

The Senior Center will continue to meet the needs of a changing senior population, offering them the education, social and recreational experiences they seek based on their ideas, requests, and concerns. Monona's Senior Commission has determined that the long term goals of this committee include:

- Continue to explore fund raising and grant possibilities that will require less staff time and better financial results. Objective: Apply for at least one grant in 2012. (Ongoing/2012)
- Create a more positive image of the Senior Center through positive promotion, publicity, and exposure. Objective: Update Senior Center section of City website including more pictures and a calendar of events by November 2012 (2012)
- Advocate for seniors in Monona by understanding the public transit system and the needs of the senior community. Objective: Do two presentations for community service organizations telling them about the Senior Center programs and services.(Ongoing/2012)
- Create a plan for addressing space needs based on the information gathered from the Facilities study administered by Bray by October 2012. (2012)

SIGNIFICANT PROGRAM, COST, AND PERSONNEL CHANGES:

- The additional staff person at the Senior Center has made a significant difference in coverage and the ability to accomplish goals in a reasonable amount of time. The Senior Center Director has been able to participate in more networking opportunities; opening doors for program ideas and successful options for the community. Quality of programs has improved as well as offering the opportunity to work on grant writing.

ANALYSIS OF PROPOSED BUDGETS:

2012 Department Budget: The proposed budget will allow us to meet the current needs of the senior community. The additional staff time is allowing us to dedicate more time to potential ways to be more efficient with our time and resources.

2012 Committee Budget makes two line item changes. The first is to increase the Professional Development line item to \$1,500. This would allow for the following: Annual memberships; WASC (\$65), WRAP (\$35), CWAG (\$25), ESN (\$45), NCOA (\$145), Conferences: WASC (\$95), WRAP (\$165), Fundraising and Development for Nonprofits (\$400), lodging for two conferences (\$450).

2012 Executive Budget is to be determined.

GOAL ACHIEVEMENTS IN 2011:

1. The addition of the 19 hour per week Project Assistant position at the Senior Center has made a TREMENDOUS difference in our ability to arrange for speakers and entertainers in a timely manner. We have been better able to coordinate sponsorship for events with the additional opportunity for contact with partnering agencies.
2. Successful Program Changes – Stepping On – evidence based falls prevention program will be offered in October and we have helped to bring Strong People Stay Young to the Monona Community Center. Steve Halverson from Edward Jones has introduced a Food For Thought lunch and speaker series which has been very well received and attended. Three of our four day trips offered filled with wait lists.
3. Assisted the Friends of the Monona Senior Center organization with the *Swing into Spring* event at Monona Grove High School which was fully funded by business sponsors (\$1,350) and Summer Concerts in Winnequah Park.
4. Completed work with one MATC field placement student and have made arrangements for a second student from the Human Services Department to begin at the Senior Center August 29th.
5. Monona Senior Connection circulation continues to be popular in the community. We have had to increase our monthly printing to 800 for the second half of the year. In addition, we will be adding 3 ½

pages of Senior Center content beginning in March 2012 to accommodate the programs, services and valuable community information we would like to share with the senior community.

6. **Fundraising/Donations: Holiday House Bazaar** (\$650) and **Wal-Mart Volunteerism Always Pays Program** (\$500). Corporate sponsorship fully supported our annual Volunteer Appreciation (\$1,650). Director received the Gert Olson Scholarship through Wisconsin Association of Senior Centers to attend a local training on fund-raising (\$250), Area businesses have sponsored euchre treats twice each month, bingo meals, ice cream socials. All of these efforts require staff time and planning.

GOALS NOT ACHIEVED:

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET	
---	SENIOR CENTER										
---	REVENUES										
204-46-41110-000	86,760	101,381	106,290	112,618	143,204	143,204	143,204	144,453	147,021	147,021	
204-46-43570-000	3,784	2,256	3,102	1,337	3,900	3,900	3,900	3,900	3,900	3,900	
204-46-46710-200	-	-	-	-	-	-	-	-	-	-	
204-46-46710-300	7,254	8,321	8,650	3,342	8,000	8,000	8,000	8,000	8,000	8,000	
204-46-46710-400	1,080	180	1,769	1,610	1,769	2,000	2,000	2,000	2,000	2,000	
204-46-49210-000	-	-	-	-	-	-	-	-	-	-	
---	<u>98,878</u>	<u>\$112,138</u>	<u>119,811</u>	<u>118,907</u>	<u>156,873</u>	<u>157,104</u>	<u>157,104</u>	<u>158,353</u>	<u>160,921</u>	<u>160,921</u>	
---	EXPENDITURES										
204-55-55310-110	40,356	43,037	49,834	26,864	51,327	51,327	51,327	51,327	51,327	51,327	
204-55-55310-119	13,822	13,496	13,813	10,494	26,858	26,858	26,858	26,858	26,858	26,858	
204-55-55310-130	4,576	4,753	5,340	2,889	4,999	4,999	5,981	5,981	5,981	5,981	
204-55-55310-131	5,506	5,697	6,850	3,718	6,739	6,739	4,613	4,613	4,613	4,613	
204-55-55310-132	106	108	108	55	110	110	110	110	110	110	
204-55-55310-133	5,641	6,108	6,478	3,493	6,878	6,878	7,470	7,470	7,618	7,618	
204-55-55310-134	324	384	425	334	400	400	700	1,500	1,500	1,500	
204-55-55310-214	30,215	32,647	35,368	9,376	34,677	34,677	34,677	34,677	37,097	37,097	
204-55-55310-310	1,227	1,122	640	711	800	800	1,051	1,500	1,500	1,500	
204-55-55310-312	392	357	1,105	-	400	400	400	400	400	400	
204-55-55310-339	-	-	-	-	-	-	-	-	-	-	
204-55-55310-340	6,947	7,027	6,441	4,079	9,109	9,109	9,109	9,109	9,109	9,109	
204-55-55310-346	541	-	-	-	-	-	-	-	-	-	
204-55-55310-342	4,373	5,203	5,435	6,934	5,230	5,230	5,230	5,230	5,230	5,230	
204-55-55310-343	4,210	3,725	4,291	1,422	3,900	3,900	3,900	3,900	3,900	3,900	
204-55-55310-344	(260)	-	-	-	-	-	-	-	-	-	
204-55-55310-345	4,746	4,762	4,760	2,037	5,678	5,678	5,678	5,678	5,678	5,678	
---	<u>\$122,722</u>	<u>\$128,426</u>	<u>140,888</u>	<u>72,406</u>	<u>157,105</u>	<u>157,104</u>	<u>157,104</u>	<u>158,353</u>	<u>160,921</u>	<u>160,921</u>	
---	TOTAL SENIOR SERVICES										
---	CURRENT YEAR										
---	PERSONNEL										
---	NON-PERSONNEL										
---	TOTAL										
---			<u>96,910</u>		<u>96,507</u>					0%	
---			<u>60,194</u>		<u>64,414</u>					7%	
---			<u>157,104</u>		<u>160,921</u>					2%	

SENIOR SERVICES

ACCOUNT JUSTIFICATIONS

REVENUES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
204-46-41110-000 GENERAL PROPERTY TAXES	\$ 147,021	Amount needed to subsidize Senior Center.
204-46-43570-000 CULTURE/RECREATION GRANT	\$ 3,900	County transportation grant.
204-46-46710-200 FUNDRAISING REVENUES	\$ -0-	Discontinue fundraising as part of operating budget.
204-46-46710-300 SENIOR CENTER PROGRAM FEES	\$ 8,000	Includes revenues incurred for general programs of \$5,500 MATC building rental - \$1,000, and other miscellaneous programs - \$1,500.
204-46-46710-400 NEWSLETTER ADVERTISING	\$ 2,000	Revenues from additional advertisers obtained beyond those necessary to publish newsletter.

EXPENDITURES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
204-55-55310-110 ADMINISTRATIVE SALARIES	\$ 51,327	Senior Center Director's salary.
204-55-55310-119 WAGES, PART-TIME	\$ 26,858	Includes 988 hours (19 hours/week) for two Project Assistants.
204-55-55310-130 FICA	\$ 5,981	Social Security.
204-55-55310-131 WISCONSIN RETIREMENT	\$ 4,613	Wisconsin Retirement at 5.9% for FT. Project Assistants at 5.65%.
204-55-55310-132 LIFE AND DISABILITY INSURANCE	\$ 110	City share of premiums.
204-55-55310-133 HEALTH INSURANCE	\$ 7,618	Health allocation for Senior Center Director buyout option at \$573 per month.
204-55-55310-134 PROFESSIONAL DEVELOPMENT	\$ 1,500	Memberships: WASC \$65, NCOA \$145 Conferences: \$190
204-55-55310-214 CONTRACTED SENIOR SERVICES	\$ 37,097	Case management services.
204-55-55310-310 OFFICE SUPPLIES	\$ 1,500	Copy machine service contract, printer ink, paper and other office supplies.

ACCOUNT	AMOUNT	DESCRIPTION
204-55-55310-312 POSTAGE	\$ 400	Postage for senior programs.
204-55-55310-339 FUNDRAISING EXPENSES	\$ -0-	Discontinued fundraising as part of operating budget. All fundraising dollars raised are collected in a donation account.
204-55-55310-340 SENIOR PROGRAM EXPENSES	\$ 9,109	Expenses associated with programs offered through the Senior Center such as: holiday programs, Low Vision, Men's Breakfast, supplies, refreshments, entertainment, catered meals, etc.
204-55-55310-346 SENIOR TRANSPORTATION	\$ -0-	Transportation to Monona Farmer's Market: DISCONTINUED.
204-55-55310-342 PROGRAM DEVELOPMENT (Home Chore)	\$ 5,230	Request from Coalition for coordination of home chore services.
204-55-55310-343 TRANSPORTATION	\$ 3,900	Grant from Dane County for group transportation, funding is used to pay for shopping trips to Woodman's and East Towne and transportation to the Low Vision Support group.
204-55-55310-345 RSVP	\$ 5,678	RSVP (Retired Senior Volunteer Program) ride scheduler and mileage reimbursement for volunteer drivers.

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Community Rec. Services
Outdoor Swimming Pool
204**

MISSION OF DEPARTMENT:

Although the Monona Swimming Pool is only operational three months per year, it is a highly visible and well-used community service. We strive to offer safe and affordable services and programs for all ages, interests, and citizen groups. Uses include, but are not limited to, swim lessons, recreational swimming, water fitness, competition, and social events. Efficient and effective administration of the pool remains a top priority.

CHALLENGES AND OPPORTUNITIES AHEAD:

To continue to offer a first class experience at a reasonable cost for members of the community. To attract and retain families by offering additional special events and activities geared for family participation.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Continued focus on providing a safe, affordable, fun time at the Monona Pool.
2. Continued focus on preventive maintenance and upkeep of equipment as the pool increases in age.
3. Attract and retain families at the Monona Pool with special events and family activities.
4. Consider a new water feature or attached splash park in order become a destination point throughout the county.
5. Consider developing a committee to look at hours of operation and times available to pool patrons to maximize use by all invested user groups and define core purpose/mission of the Outdoor Pool.

ACHIEVEMENTS IN 2011:

1. Provided a safe swimming experience for over 50,000 patrons including open swim, swim lessons and pool rentals.
2. Met revenue goals for daily admissions, pool rentals, and swimming lessons.

2012 SIGNIFICANT PROGRAM CHANGES:

1. Continue to work on a marketing campaign to increase pool memberships before May 1st by offering an early-bird discount. Additional focus will be made on attracting new families from both Monona and surrounding areas.
2. Continue to allow a limited amount of advertisement on the fence inside of the pool swimming area for additional revenue.
3. Continue to open on Memorial Day weekend and close the weekend before Labor Day.
4. No fee increases for admissions, rentals, or season passes.
5. No wage increases for full-time or seasonal staff.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
OUTDOOR SWIMMING POOL										
REVENUES										
204-46-41110-000					57,193	57,193	56,810	57,810	58,455	58,455
204-46-46730-100	23,412	30,457	33,724	31,981	36,147	36,000	36,000	36,000	36,000	36,000
204-46-46730-110	57,124	44,494	66,619	2,773	61,000	60,000	60,000	60,000	60,000	60,000
204-46-46730-120	20,062	17,607	19,232	939	21,000	23,000	20,000	20,000	20,000	20,000
204-46-46730-130	11,217	12,319	15,644	1,915	16,000	16,000	15,000	15,000	15,000	15,000
204-46-46730-140	35,597	34,779	38,389	27,937	39,000	39,000	39,000	39,000	39,000	39,000
204-46-46730-150	-	-	-	749	1,199	500	1,500	500	500	500
204-46-49210-000	-	-	-	-	-	-	-	-	-	-
	\$147,412	\$139,656	173,608	66,294	231,539	231,693	228,310	228,310	228,955	228,955
EXPENDITURES										
204-55-55420-110	20,870	21,108	23,759	20,067	36,000	35,160	35,160	35,160	35,160	35,160
204-55-55420-111	7,238	6,237	6,739	6,585	8,800	6,500	9,500	9,500	9,500	9,500
204-55-55420-112	67	87	117	-	1,265	1,235	1,235	1,235	1,235	1,235
204-55-55420-119	86,330	89,821	105,661	13,935	90,000	94,700	90,000	90,000	90,000	90,000
204-55-55420-120	-	-	-	-	-	-	-	-	-	-
204-55-55420-130	8,748	8,928	10,366	2,887	10,409	10,526	10,396	10,396	10,396	10,396
204-55-55420-131	2,132	2,155	2,488	2,632	4,976	4,976	3,195	3,195	3,195	3,195
204-55-55420-132	50	50	58	51	92	92	92	92	92	92
204-55-55420-133	4,563	4,596	5,446	3,095	8,754	8,754	9,482	9,482	10,127	10,127
204-55-55420-134	608	1,092	910	292	800	800	1,500	1,500	1,500	1,500
204-55-55420-220	36,253	23,119	23,796	4,572	21,000	24,000	20,000	20,000	20,000	20,000
204-55-55420-221	420	266	260	133	250	250	250	250	250	250
204-55-55420-222	6,071	2,858	889	607	7,665	9,000	7,500	7,500	7,500	7,500
204-55-55420-310	650	529	1,131	831	1,000	500	1,000	1,000	1,000	1,000
204-55-55420-312	101	46	-	-	50	-	-	-	-	-
204-55-55420-338	14,526	16,688	17,477	10,420	20,000	18,000	19,000	19,000	19,000	19,000
204-55-55420-339	12,951	13,819	15,039	5,213	16,000	13,500	13,500	13,500	13,500	13,500
205-55-55420-342	-	-	-	-	-	-	-	-	-	-
204-55-55420-350	3,359	1,766	2,831	2,458	5,500	2,500	4,000	4,000	4,000	4,000
204-55-55420-351	3,458	897	617	1,649	2,000	1,200	2,500	2,500	2,500	2,500
204-55-59210-100	-	-	-	-	-	-	-	-	-	-
	208,395	\$194,062	217,584	75,427	234,561	231,693	228,310	228,310	228,955	228,955
			CURRENT			PROPOSED	DIFFERENCE			
			YEAR							
PERSONNEL			161,943		159,705					-1%
NON-PERSONNEL			69,750		69,250					-1%
TOTAL			<u>231,693</u>		<u>228,955</u>					-1%

COMMUNITY RECREATION SERVICES - SWIMMING POOL

ACCOUNT JUSTIFICATIONS

POOL REVENUES

ACCOUNT	AMOUNT	DESCRIPTION
204-46-49210-000 TRANSFER FROM GENERAL FUND	\$ -0-	
204-46-41110-000 GENERAL PROPERTY TAXES	\$ 58,455	Amount needed to subsidize pool operations.
204-46-46730-100 SEASON PASS SALES	\$ 36,000	Monona Family (up to 5 members): \$125 Non-Resident Family (up to 5 members): \$215 Additional Family Member: \$25 Early sign-up discount by May 1 st : (\$10) Monona Individual Pass: \$55 Non-Resident Individual: \$95 Monona senior (62 and older): \$40 Non-Resident Senior (62 and older): \$50 Early sign-up discount by May 1 st : (\$5)
204-46-46730-110 DAILY ADMISSIONS	\$ 60,000	Sale of daily admission to the pool. All pool revenues (except lessons) are net sales tax. Daily Fees for over the age of 1 \$3.00 for Monona Resident, \$4.00 for Non-Resident, \$2.00 Night Swim (Res & Non-Res) Mon-Fri (6:30-8:30 pm.)
204-46-46730-120 CONCESSIONS	\$ 20,000	Includes revenues for sales in concession stand. Indicates an increase in fees for most items.
204-46-46730-130 POOL RENTALS	\$ 15,000	Rental fees of \$100.00 per hour for Monona Residents and \$125.00 per hour for Non-Residents. Extra guard charge \$15.00 per hour. Swim team payment of \$45.00 per swimmer.
204-46-46730-140 SWIMMING LESSONS	\$ 39,000	Monona residents - \$35.00 Non-residents \$50.00 Parent/Tot Lessons \$16/R; \$21/NR 580 Residents - \$19,000 400 Non-Residents - \$20,000
204-46-46730-450 ADVERTISING/PROMOTIONS	\$ 500	Provide marking opportunities for local businesses; promote/advertise in locker rooms and exit doors. \$100 for two signs (men's/women's locker rooms) for 1 pool season. Also provide for no more than 8 signs on the pool deck for advertising. \$250 per sign

POOL EXPENDITURES

ACCOUNT	AMOUNT	DESCRIPTION
204-55-55420-110 ADMINISTRATIVE SALARIES	\$ 35,160	27% of Park and Recreation Director Salary \$14,937 50% of Rec/Aquatic Supervisor \$16,000 30% of Rec Office Assistant \$4,222
204-55-55420-111 PUBLIC WORKS SALARIES	\$ 9,500	DPW crew time spent at the pool (approximately 225 hours). Additional crew member to cover for main employee vacation in summer
204-55-55420-112 SHIFT DIFFERENTIAL	\$ 1,250	\$0.50 per hour increase in wages for staff members teaching swim lessons. 2,500 hours
204-55-55420-119 WAGES, PART-TIME	\$ 90,000	Pool Staff Wages: Head Guards (3) 1000 Hours x \$10.00 avg = \$10,000 Lifeguards (20) 4,000 Hours x \$8.75 avg = \$35,000 Tickets/Concession Staff (12) 1,500 Hours x \$7.50 avg = \$11,250 Swim Lesson Instructors (30) 2,500 Hours x \$8.75= \$21,875 Other Hours (Cleaning/Meetings/Training) 1,200 Hours x 9.00 avg = \$10,800 Based on 2010 & 2011 actual hours, 2012 projected wages
204-55-55420-120 OVERTIME	\$ -0-	Minimal overtime worked in emergency situations by minor employees and DPW weekend call-outs.
204-55-55420-130 FICA	\$ 10,396	Social Security at 7.65%.
204-55-55420-131 WISCONSIN RETIREMENT	\$ 3,195	Wisconsin Retirement at 5.9% for full-time employees. 5.65% for part-time employees.
204-55-55420-132 LIFE AND DISABILITY INSURANCE	\$ 92	City share of premiums
204-55-55420-133 HEALTH INSURANCE	\$ 10,127	25% of Director's insurance coverage 50% of Rec/Aquatic Supervisor coverage and DPW crew on a prorated basis.
204-55-55420-134 PROFESSIONAL DEVELOPMENT	\$1,500	Professional Development for Director, Rec/Aquatic Supervisor and DPW for pool operating trainings and \$10 per Lifeguard for CPR re-certification. Includes training for additional DPW Staff to be certified as an Aquatic Facility Operator
204-55-55420-220 GAS AND ELECTRIC UTILITIES	\$ 20,000	Gas pool heater, gas shower heater, and electrical for all pool operations. Based on 2011 actual/projections with a 5% increase in costs. Usage decreases due to Variable Frequency Drive installed on main circulation pump motor.

ACCOUNT	AMOUNT	DESCRIPTION
204-55-55420-221 TELEPHONE	\$ 250	Pool Facilities- Emergency and business phone for pool office. Required by State Code.
204-55-55420-222 WATER AND SEWER UTILITIES	\$ 7,500	Water and sewer charges
204-55-55420-310 OFFICE SUPPLIES	\$ 1,000	General office supplies; swim passes - \$500 Paper/printing/copies - \$400; advertising - \$50 Miscellaneous (pens, staples, tape, etc.) - \$50
204-55-55420-312 POSTAGE	\$ -0-	Postage for staff correspondence, mailing information to participants, etc.
204-55-55420-338 POOL OPERATING SUPPLIES	\$ 19,000	Supplies are used for pool operation. Based on current prices Pool Chemicals - \$13,000 First Aid Supplies - \$700 Janitorial Supplies - \$2,000 Pool Permits/Inspections - \$1,250 Swim Lesson Supplies - \$250 Guard Suits/Uniform - \$1,800 *guards pay \$20 each for uniform*
204-55-55420-339 CONCESSION EXPENSES	\$13,500	Includes gross expenses for pool's concession stand.
204-55-55420-342 CASH OVER AND SHORT	\$ -0-	
204-55-55420-350 EQUIPMENT MAINT. AND REPAIR	\$ 4,000	Provides for routine maintenance, repair and replacement of items needed to operate the pool.
204-55-55420-351 BUILDING MAINT. AND REPAIR	\$ 2,500	
204-55-55420-100 TRANSFER TO GENERAL FUND	\$ -0-	

COMMUNITY RECREATION
FUND SUMMARY

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
PROPERTY TAXES			260,215	282,205	373,002	373,003	371,932	374,181	383,888	383,888
TRANSFER FROM GENERAL			-	540	-	-	-	-	-	-
subtotal			260,215	282,745	373,002	373,003	371,932	374,181	383,888	383,888
OTHER REVENUES			298,409	142,702	303,497	330,300	316,650	315,650	315,650	315,650
TOTAL REVENUES			558,624	425,447	\$676,499	703,303	688,582	689,831	699,538	699,538
EXPENDITURES			669,706	290,463	699,394	703,303	688,582	689,831	699,538	699,538

**DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Ambulance
EMS
52300**

MISSION:

Provide emergency medical care under the Dane County EMS program to sick or injured citizens or visitors in the City of Monona or other communities as provided by mutual aid contracts; and maintain a program of training and continuing education requirements which will perpetuate quality emergency medical care in the community.

The Mission of the Monona Fire and Emergency Medical Services is to protect lives and property from the adverse effects of fire, medical emergencies and exposure to dangerous conditions created either by nature or man. We will respond to emergencies in a professional and courteous manner and strive to reduce the rate of emergencies through public education and code enforcement. Ethical values will remain the core of every decision made by each member of our department.

CHALLENGES & OPPORTUNITIES:

- The greatest challenge and one that presents the greatest potential impact on the EMS is the continuation of emergency operations without increases in the budget. Private sector businesses that provide equipment, supplies and services to Fire and EMS operations are not financially constrained like public sector service providers. The EMS in Monona operates with career firefighter/EMTs that are supplemented with volunteers. Approximately 87% of the 2011 budget was directed toward salary and fringe benefits. Consequently, when there are significant increases in a budget category like insurance, the non-personnel categories must offset the increase. This challenge then provides the opportunity for the organization to closely review current operations for efficiency measures. Unfortunately, after conducting such exercises for several years, little gains are derived from such efforts and the focus changes to segments of the service delivery system that can be eliminated.
- There is a complex assortment of challenges that the EMS faces when considering membership. Volunteer membership continues to diminish, as is the case with most EMS districts in Dane County. The general awareness of infection and disease as a result of working in a medical environment raises concerns among EMTs and significantly increases the amount of training and certifications needed to maintain a license to practice as an EMT. As a result, the great majority of all EMS incidents are handled by the Department's career firefighter/EMTs. The challenge is for the City to maintain a core of trained EMTs that are members of the Fire Department and who can provide assistance at emergency scenes and during times of major EMS incidents. At the same time, volunteers are faced with conflicting priorities for their time. However, these same challenges are often seen as opportunities for individuals seeking to volunteer and gain experience in the emergency medical field. Monona's EMS program, which allows participation at both the basic and advanced skill levels of EMT certification, provides experience and potential employment opportunities for members.
- As the demographics change in Monona, the need for Advanced Life Support also grows. Our current certification level is EMT IV Tech, and while this level does provide for some advanced-level patient care, the department looks to advance to the paramedic level. As with most advancement, this does not come without increased funding. We need to start laying the groundwork to move to the next level.

LONG TERM GOALS:

The long-term goals of the EMS are:

1. To have a sufficient number of career and volunteer EMT's to provide prompt, effective and efficient emergency medical services to the community.
2. To maintain a training program that meets state and county requirements and promotes learning and practice through innovative means.
3. To strengthen the working relationship the EMS has with other first response emergency service organizations, (e.g. fire and police departments, medical organizations such as emergency rooms and local clinics, and the business, residential and educational community in Monona).
4. To advance the current service level from EMT IV Tech to the paramedic level. By doing this, we will be providing the community with the highest level of pre-hospital care available, matching surrounding communities such as Madison, Town of Madison, Blooming Grove, Cottage Grove and Deerfield.
5. To develop a highly sought-after intern program, encompassing a 3-year commitment to the community by students, after which students will depart with a 2-year Associates Degree in Fire Science and national registration as a paramedic. This is a common practice throughout Dane County and the State of Wisconsin; by providing this program, we not only promote the youth of today, but the community benefits by increasing the number of personnel available to respond to emergency calls.

2012 GOALS TO MEET CHALLENGES AND OPPORTUNITIES:

2012 Goal	Method for Measuring Success
Continue policies or establish and implement new ones consistent with the expectations of the new fire chief. Complete standard operating guidelines (SOG's)	Policies established, implemented and followed by EMS members. Standard operating guidelines (SOG's) are still being developed and will continue to be developed; these guidelines are an ever-evolving document that will change as new techniques are developed and as equipment improves.
Establish an EMS Billing program that will keep ambulance billing current. This program will also maintain billing charges keep in line with similar size EMS Depts. in our area.	EMS bills are sent out within 2 weeks of the service being provided. Annual review of Dane County EMS district survey to compare pricing.
Institute a volunteer EMS drive in conjunction with the push to recruit volunteer fire fighters. The Monona fire Dept. has developed a new website www.mononafire.com , by using this tool we improve our ability to reach a larger number of interested individuals.	An increase in the overall number of volunteer EMS personnel to allow for staffing a minimum of one volunteer EMT working a 12-hour shift per day.

SIGNIFICANT CHANGES:

Program No change.

Cost No change.

Personnel With the retirement of two career members of the fire department, we will require new hires to have a Wisconsin state paramedic license.

GOAL ACHIEVEMENTS FOR 2011:

2011 Goal	Status
Develop an outreach program that will include EMS personnel regularly visiting senior housing complexes to reinforce safety and health issues.	EMS personnel have been involved in programs conducted at Monona's various senior housing complexes.
Review all EMS equipment stored on fire apparatus to ensure it meets current standards and provides appropriate support for major incidents that may occur in Monona. Update equipment and/or supplies where necessary.	All equipment, i.e. EMS gear stored on each fire apparatus, was reviewed and updated replacements were made as necessary.
Work with Fire Department officers to encourage all new firefighters to have the opportunity to pursue EMS training that will support an adequate first responder program in Monona.	All but one new fire service member expressed an interest in EMS training. Some are still engaged in training while others have become certified EMTs.
Establish a program with Monona Grove High School that promotes the benefits of pursuing career or volunteer opportunities in the emergency medical field.	Services were offered to MGHS, but they have not scheduled a program to-date.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
AMBULANCE										
REVENUES										
205-41-41110-000	79,265	161,101	155,361	-	133,572	133,572	133,451	143,032	135,557	135,557
205-43-43520-000	5,151	5,202	-	-	4,000	4,000	4,800	4,800	4,800	4,800
205-46-46230-000	157,509	184,412	280,978	119,730	265,000	232,000	282,367	282,367	282,367	282,367
205-49-49300-000	-	-	-	-	-	35,571	-	-	-	-
205-49-49100-100	-	-	-	-	-	-	-	-	-	-
	<u>241,925</u>	<u>\$350,715</u>	<u>436,339</u>	<u>119,730</u>	<u>402,572</u>	<u>405,143</u>	<u>420,618</u>	<u>430,199</u>	<u>422,724</u>	<u>422,724</u>
EXPENSES										
205-52-52300-110	169,773	176,870	151,516	93,553	192,235	192,235	192,235	198,002	192,235	192,235
205-52-52300-117	180	180	-	-	-	196	-	-	-	-
205-52-52300-118	5,528	5,759	6,032	1,001	6,000	6,000	6,000	6,300	6,000	6,000
205-52-52300-119	4,069	4,268	27,974	5,420	4,500	4,500	4,500	4,500	4,500	4,500
205-52-52300-120	24,895	25,644	25,596	11,517	25,000	25,000	25,000	25,000	25,000	25,000
205-52-52300-121	291	-	-	-	-	-	-	-	-	-
205-52-52300-130	15,586	16,309	16,024	7,670	17,422	17,437	17,422	17,886	17,422	17,422
205-52-52300-131	31,544	32,705	30,281	14,168	39,398	38,976	39,398	40,448	39,398	39,398
205-52-52300-132	688	710	599	301	700	700	700	700	700	700
205-52-52300-133	44,072	49,618	49,123	27,650	58,046	58,046	62,315	62,315	64,421	64,421
205-52-52300-134	3,376	3,935	2,931	2,069	4,850	4,850	4,850	4,850	4,850	4,850
205-52-52300-137	1,822	3,321	1,600	1,529	2,350	2,350	2,350	2,350	2,350	2,350
205-52-52300-140	3,650	3,817	1,594	-	5,000	8,883	8,883	8,883	8,883	8,883
205-52-52300-150	906	1,209	97	-	800	1,000	900	900	900	900
205-52-52300-190	250	250	21	-	-	-	-	-	-	-
205-52-52300-221	283	73	474	301	600	150	1,200	1,200	1,200	1,200
205-52-52300-240	-	-	3,135	15,871	23,000	16,240	19,765	19,765	19,765	19,765
205-52-52300-241	2,110	2,173	2,239	-	-	200	-	-	-	-
205-52-52300-310	190	579	182	50	250	250	250	250	250	250
205-52-52300-312	170	71	-	44	100	100	100	100	100	100
205-52-52300-340	9,720	7,531	9,476	2,410	10,000	10,080	10,080	10,080	10,080	10,080
205-52-52300-341	-	-	-	100	200	350	350	350	350	350
205-52-52300-372	-	-	-	-	6,600	6,600	6,600	6,600	6,600	6,600
205-52-52300-350	4,433	5,663	4,346	5,927	7,000	4,000	4,000	6,000	4,000	4,000
205-52-52300-351	308	560	-	-	-	-	-	-	-	-
205-52-52300-370	3,832	1,665	4,122	2,151	5,000	4,000	5,520	5,520	5,520	5,520
205-52-52300-371	-	-	-	-	-	-	-	-	-	-
205-52-52300-810	734	11,539	288	(6)	1,000	1,000	1,000	1,000	1,000	1,000
205-52-52300-811	-	-	-	-	-	-	-	-	-	-
205-52-57300-810	-	-	-	-	-	-	5,200	5,200	5,200	5,200
205-52-59210-100	2,000	2,000	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000
	<u>\$ 330,410</u>	<u>\$356,449</u>	<u>339,650</u>	<u>191,726</u>	<u>\$ 412,051</u>	<u>405,143</u>	<u>\$ 420,618</u>	<u>\$ 430,199</u>	<u>422,724</u>	<u>422,724</u>
CURRENT YEAR										
PERSONNEL			343,090		349,676					2%
NON-PERSONNEL			62,053		73,048					18%
TOTAL			<u>405,143</u>		<u>422,724</u>					4%

AMBULANCE
ACCOUNT JUSTIFICATIONS

REVENUES

ACCOUNT	AMOUNT	DESCRIPTION
205-41-41110-000 GENERAL PROPERTY TAXES	\$135,557	Amount needed to support the ambulance fund.
205-43-43520-000 PUBLIC SAFETY AIDS	\$ 4,800	Aid from the State.
205-43-43520-000 AMBULANCE FEE	\$ 282,367	2011 Collection rate of \$23,530/month on average.
205-48-49100-100 FUND BALANCE APPLIED	\$ -0-	

EXPENDITURES

ACCOUNT	AMOUNT	DESCRIPTION
205-52-52300-110 WAGES FULL-TIME	\$ 192,235	Includes 50% of wages for full-time Fire Chief/EMS Director and six full-time firefighter/EMTs. Remainder covered under Fire budget account 100-52-5220-110.
100-52-52300-117 LONGEVITY PAY	\$ -0-	
205-52-52300-118 LEAVE WAGES	\$ 6,000	Includes 50% of leave wages for six full-time firefighter/EMTs. Remainder covered under Fire budget account 100-52-5220-118.
205-52-52300-119 WAGES PART-TIME	\$ 4,500	Covers 75% wages for 2 volunteer assistant fire chiefs. Remainder of part-time wages covered under Fire budget account 100-52-5220-119
205-52-52300-120 OVERTIME	\$ 25,000	Covers 50% of unscheduled overtime (amount over base pay) for full-time firefighter/EMTs. Remainder of overtime covered under Fire budget account 100-52-5220-120.
205-52-52300-130 FICA	\$ 17,422	Social Security at 7.65%.
205-52-52300-131 WISCONSIN RETIREMENT	\$ 38,398	Relates to retirement contributions for 50% of staff earnings (remainder in Fire budget) at 17.1%.
205-52-52300-132 LIFE & DISABILITY INSURANCE	\$ 700	50% of total cost (remainder in Fire budget).

ACCOUNT	AMOUNT	DESCRIPTION
205-52-52300-133 HEALTH INSURANCE	\$ 64,421	This account provides 1/2 of the premiums for full-time staff (see Fire Dept.)
205-52-52300-134 PROFESSIONAL DEVELOPMENT	\$ 4,850	Provides training opportunities for career and volunteer EMTs. Increases is due to the need to provide a first responder course for all non EMT trained personnel, also included is EMT basic and EMT intermediate refreshers.
205-52-5230-137 UNIFORM ALLOWANCE	\$ 2,350	Includes 50% of uniform allowance for full-time firefighter/EMTs (based on contract) and Fire Chief/EMS Director. Other 50% in Fire budget. Also LTE and volunteer uniforms. Also included will be uniforms for 3 new interns and the redesign of uniform logo/shirt.
205-52-5230-140 EMS STIPEND	\$ 8,883	Includes stipend for medical director. Medical Director fees at \$100/hr @ 50hr/yr, including protocol review, developing a new operational plan to advance to the paramedic level. EMT stipend for 155 12-hour shifts @ \$25/shift.
205-52-5230-150 PHYSICAL EXAMINATIONS	\$ 900	Decrease due to limited volunteer applicants, also includes Hepatitis titers and TB testing.
205-52-5230-190 EXPENSE ALLOWANCE	\$ -0-	Covers fire chief expenses.
205-52-5230-221 TELEPHONE	\$1,200	Increased cost associated with the need to purchase Air-Cards for ambulance for CAD operation, used to communicate with the Dane Co. Communications Center.
204-52-57300-240 SERVICE CONTRACT	\$ 19,765	EMS Billing. Based on 7% of EMS revenue
205-52-57300-241 SERVICE CONTRACT – AMBULANCE SOFTWARE	\$ -0-	Decrease in this category due to the hiring of an outside EMS billing agency.
205-52-52300-310 OFFICE SUPPLIES	\$ 250	Reduced from 2005 budget of \$773.
205-52-52300-312 POSTAGE	\$ 100	Reduced from 2005 budget of \$250 and 2006 budget of \$150.
205-52-52300-340 EMS SUPPLIES	\$ 10,080	Includes drugs administered under advanced skills training and certification. Increase accounts for a 3% cost increase from vendors.
205-52-52300-350 EQUIPMENT MAINTENANCE & REPAIR	\$4,000	Increase includes biannual replacement of ambulance tires and the addition of a second ambulance and associated preventative maintenance.

ACCOUNT	AMOUNT	DESCRIPTION
205-52-52300-351 BUILDING MAINTENANCE & REPAIR	\$ -0-	Major items covered under capital budget or requested on emergency basis from contingency funds. Reduced from 2006 budget of \$550.
205-52-52300-341 DUES AND SUBSCRIPIONS	\$ 350	This is a new line item and will include professional organization dues, used for organizations such as WEMSA, Journal for Emergency Medicine and Physicians' Desk Reference.
205-52-52300-372 EMS INTERN PROGRAM	\$ 6,600	This is a new program that provides for three student interns to live and work in the fire service field. This category would provide funding for EMT-Basic and EMT-Intermediate. This category would eventually fund Paramedic training for interns involved in the program. 50% of monthly intern stipend.
205-52-52300-370 FUELS & ADDITIVES	\$ 5,520	Based on the average use of 134gal/mo at \$2.75/gal, 122.6gal/mo @ 3.75 gal
205-52-52300-371 OUTSIDE SERVICES	\$ -0-	Introduced in the 2007 budget. Intended to support studies that may result in improvements in services or efficiencies. May also be used to support recruitment efforts.
205-52-52300-810 EMS EQUIPMENT	\$ 1,000	Includes replacement of broken or worn out, non-disposable equipment.
205-52-57300-810 AMBULANCE SOFTWARE PROGRAM	\$5,200	Increased funding to cover the changes associated with the implementation of a new Dane County CAD, also includes an initial charge of \$2000/unit and a 20% annual maintenance for software upgrades.
205-52-59210-100 TRANSFER TO GENERAL FUND	\$ 2,000	No change.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
---	TIF DISTRICT NO. 5 CAPITAL PROJECTS									
---	REVENUES									
408-41-41120-000	-	-	-	-	-	-	-	-	-	-
408-43-43580-000	-	-	-	-	-	-	-	-	-	-
408-43-43600-000	-	-	-	-	-	-	-	-	-	-
408-48-48110-100	-	-	-	-	-	-	-	-	-	-
408-48-48900-000	-	-	-	-	-	-	-	-	-	-
408-49-49100-000	-	-	-	-	-	-	-	-	-	-
408-49-49300-000	-	-	-	-	-	-	280,000	280,000	280,000	280,000
---	-	-	-	-	-	-	280,000	280,000	280,000	280,000
---	EXPENDITURES									

408-57-57120-110	-	-	-	-	-	-	-	-	-	-
408-57-57120-119	-	-	-	-	-	-	-	-	-	-
408-57-57120-130	-	-	-	-	-	-	-	-	-	-
408-57-57120-210	-	-	-	-	-	-	-	-	-	-
408-57-57700-110	-	-	-	-	-	-	-	-	-	-
408-57-57700-130	-	-	-	-	-	-	-	-	-	-
408-57-57700-131	-	-	-	-	-	-	-	-	-	-
408-57-57700-132	-	-	-	-	-	-	-	-	-	-
408-57-57700-133	-	-	-	-	-	-	-	-	-	-
408-57-57700-830	-	-	-	-	-	-	-	-	-	-
408-57-57700-835	-	-	-	-	-	-	-	-	-	-
408-57-57700-841	-	-	-	-	-	-	-	-	-	-
408-57-57700-844	-	-	-	-	-	-	-	-	-	-
408-58-58100-610	-	-	-	-	-	-	-	-	-	-
408-58-58200-620	-	-	-	-	-	-	280,000	280,000	280,000	280,000
408-58-58200-690	-	-	-	-	-	-	-	-	-	-
408-59-59900-900	-	-	-	-	-	-	-	-	-	-
---	-	-	-	-	-	-	280,000	280,000	280,000	280,000
TOTAL	-	-	-	-	-	-	280,000	280,000	280,000	280,000

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
---	TIF DISTRICT NO. 6 CAPITAL PROJECTS									
---	REVENUES									
409-41-41120-000	-	-	-	-	-	-	-	-	-	-
409-43-43580-000	-	-	-	-	-	-	-	-	-	-
409-43-43600-000	-	-	-	-	-	-	-	-	-	-
409-48-48110-100	-	-	-	-	-	-	-	-	-	-
409-48-48900-000	-	-	-	-	-	-	-	-	-	-
409-49-49100-000	-	-	-	-	-	-	-	-	3,000,000	-
409-49-49300-000	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	3,000,000	-
409-57-57700-830	-	-	-	-	-	-	-	-	-	-
409-57-57700-835	-	-	-	-	-	-	-	-	-	-
409-57-57700-840	-	-	-	-	-	-	-	-	500,000	-
409-57-57700-841	-	-	-	-	-	-	-	-	-	-
408-57-57700-844	-	-	-	-	-	-	-	-	2,500,000	-
	-	-	-	-	-	-	-	-	3,000,000	-
TOTAL	-	-	-	-	-	-	-	-	3,000,000	-

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET	
SOLID WASTE DISPOSAL FUND											
REVENUES											
210-41-41110-000	GENERAL PROPERTY TAXES	258,739	263,909	270,675	302,773	302,773	302,773	327,180	327,180	174,800	174,800
210-43-43540-000	SANITATION AIDS	49,962	44,972	47,316	30,591	34,000	47,000	32,000	32,000	32,000	32,000
210-46-46420-000	REFUSE/GARBAGE COLLECTION FEE	6,100	5,202	5,383	2,160	6,000	6,000	6,000	6,000	-	-
210-46-46420-100	LARGE ITEM COLLECTION FEE	-	-	-	15	-	-	-	-	-	-
210-46-46420-200	RECYCLING/SOLID WASTE CARTS	315	270	270	-	-	127,500	127,500	127,500	127,500	127,500
210-46-46420-210	REBATE PROGRAM	-	-	-	-	-	-	-	-	65,708	65,708
210-46-46900-000	OTHER PUBLIC CHRGS FOR SERVICE	-	-	-	-	-	-	-	-	-	-
		315,116	\$314,353	323,644	335,539	342,773	355,773	492,680	492,680	400,008	400,008
DISPOSAL COSTS											
210-53-53620-290	RECYCLING SERVICE	88,853	93,805	90,726	38,875	93,299	93,299	96,097	96,097	58,126	58,126
210-53-53620-295	YARD WASTE DISPOSAL COSTS	9,319	7,876	13,149	2,166	15,000	20,000	20,000	20,000	20,000	20,000
210-53-53620-240	REFUSE COLLECTION COST	200,256	208,243	229,345	99,705	236,974	236,974	244,083	244,083	123,703	123,703
	TIPPING FEES	-	-	-	-	-	-	-	-	70,179	-
210-53-53620-250	LARGE ITEM COLLECTION COST	5,800	4,695	3,760	750	6,000	5,000	4,500	4,500	-	-
210-53-53620-345	SANITARY LANDFILL COSTS	43	2,822	-	418	750	500	500	500	500	500
210-53-53620-340	OPERATING SUPPLIES	1,680	-	-	-	-	-	-	-	-	-
210-53-53620-351	RECYCLING/SOLID WASTE CARTS	-	-	-	-	-	127,500	127,500	127,500	127,500	-
				336,980	141,914	352,023	355,773	492,680	492,680	400,008	202,329
			CURRENT YEAR		PROPOSED	DIFFERENCE					
PERSONNEL			-		-	N/A					
NON-PERSONNEL			<u>355,773</u>		<u>400,008</u>		<u>12%</u>				
TOTAL			<u>355,773</u>		<u>400,008</u>		<u>12%</u>				

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
STORM WATER UTILITY										
REVENUES										
603-43-43100-000	7,281	-	-	-	-	-	-	-	-	-
603-44-43100-100	-	-	1,950	850	1,000	1,000	1,000	1,000	1,000	1,000
603-46-46300-000	2,602	2,293	2,642	1,398	2,100	2,000	2,000	2,000	2,000	2,000
603-46-46324-000	432,412	448,190	443,347	219,398	449,000	450,000	440,000	440,000	440,000	440,000
603-48-48110-000	20,152	1,916	-	-	1,000	2,000	2,000	2,000	2,000	2,000
603-49-49300-000	-	-	-	-	-	17,974	98	-	98	98
	<u>\$442,295</u>	<u>\$450,483</u>	<u>447,939</u>	<u>221,646</u>	<u>453,100</u>	<u>472,974</u>	<u>445,098</u>	<u>445,000</u>	<u>445,098</u>	<u>445,098</u>
EXPENSES										
603-53-53440-110	135,388	113,786	120,117	53,040	121,000	129,949	133,847	133,847	133,847	133,847
603-53-53440-119	-	-	-	-	-	-	-	-	-	-
603-53-53440-120	-	-	-	-	-	-	-	-	-	-
603-53-53440-130	9,791	9,043	8,345	3,605	9,257	9,941	10,239	10,239	10,239	10,239
603-53-53440-131	13,574	12,372	13,360	5,486	12,826	13,515	15,526	15,526	13,920	14,188
603-53-53440-132	319	291	272	103	300	300	300	300	300	300
603-53-53440-133	30,858	25,588	26,393	10,214	30,000	37,857	40,886	40,886	41,508	41,508
603-53-53440-134	29	-	-	400	400	-	-	-	-	-
603-53-53440-212	3,714	5,154	4,298	261	4,000	4,000	4,000	4,000	4,000	4,000
603-53-53440-240	87,822	58,929	10,073	-	5,000	5,000	5,000	5,000	5,000	5,000
603-53-53440-312	21	-	-	-	-	-	-	-	-	-
603-53-53440-320	-	365	-	-	-	-	-	-	-	-
603-53-53440-340	1,516	241	700	-	1,000	2,000	1,500	1,500	1,500	1,500
603-53-53440-351	3,651	7,658	8,357	2,203	8,000	8,000	8,000	8,000	8,000	8,000
603-53-53440-352	-	-	-	-	-	1,500	1,500	1,500	1,500	1,500
603-53-53440-370	7,016	6,626	4,724	988	6,000	5,000	5,000	5,000	5,000	5,000
603-53-53440-390	926	484	8,729	2,367	9,000	10,000	8,000	8,000	8,000	8,000
603-53-53440-392	6,528	3,569	3,697	1,879	4,710	7,500	7,500	5,000	5,000	5,000
603-53-53440-396	-	-	-	-	-	-	-	-	-	-
603-53-53440-394	12,557	-	120	-	-	-	-	-	-	-
603-53-53440-395	12,730	-	-	-	-	-	-	-	-	-
603-53-53440-540	95,628	109,013	114,689	-	115,000	100,000	115,000	115,000	115,000	115,000
603-53-53440-700	-	-	-	-	-	-	-	-	-	-
603-53-53440-710	23,871	22,853	19,580	9,313	24,840	24,840	19,550	19,550	19,550	19,550
603-58-58100-610	-	-	-	-	-	-	-	-	-	-
603-58-58100-611	33,538	29,987	41,772	-	41,773	41,773	61,250	61,250	61,250	61,250
603-59-59100-900	-	-	-	-	-	45,450	-	-	-	-
603-53-53440-720	8,000	8,000	15,162	-	8,000	8,000	8,000	8,000	8,000	8,000
603-59-59220-215	-	-	-	-	-	-	-	-	-	-
	<u>487,477</u>	<u>\$413,959</u>	<u>400,388</u>	<u>89,859</u>	<u>401,106</u>	<u>454,625</u>	<u>445,098</u>	<u>442,598</u>	<u>441,614</u>	<u>441,882</u>
			CURRENT YEAR		PROPOSED	DIFFERENCE				
PERSONNEL			191,562		199,814	4%				
NON-PERSONNEL			<u>263,063</u>		<u>241,800</u>	-8%				
TOTAL			<u>454,625</u>		<u>441,614</u>	-3%				

**ENTERPRISE FUND
DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Water Utility
Water Operations
600**

MISSION OF DEPARTMENT:

Provide safe water for residential, industrial, and public customers at a reasonable rate of return to maintain and expand its ability to deliver an adequate water supply.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. Elimination of cast iron water mains from the water distribution system.
2. Replacement/upgrade of water main along Monona Drive.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Continue to provide safe, high quality drinking water.
2. Successfully complete the drinking water sampling requirements of the WDNR.
3. Continue to account for or control water loss.
4. Establish a leak detection program.
5. Approval of comprehensive plan of improvements.
6. Maintain valve operation program.
7. Establish replacement program of cast iron water mains.
8. Update meter reading technology and replace.
9. Update utility infrastructure mapping and recordkeeping
10. Water system interconnects with the Madison Water Utility at the north end and southwest ends of the water system.
11. Install a flushing hydrant and isolation valves at Well No. 2
12. Increase in-ground storage capacity at Reservoir No. 2
13. Establish backup power needs for Well No. 2
14. Painting of 100,000 gallon elevated sphere.
15. Upgrade of Supervisory Control and data Acquisition (SCADA) system.
16. Install VFD's at all three wells.
17. Install perimeter fence at the water tower.
18. Create a back entrance off Woodland Drive to the water tower and eliminate the Monona Drive entrance due to safety concerns at the entrance.
19. Establish backup power at the water tower to maintain SCADA control during power loss.
20. Establish a well pump and booster pump maintenance schedule.

SIGNIFICANT PROGRAM CHANGES:

1. Increase in USEPA mandated water analysis.
2. Increase in cost for employee benefits (retirement, health insurance).

GOAL ACHIEVEMENTS IN 2011:

1. Successfully completed the drinking water sampling program for 2011.
2. Provided safe, high-quality drinking water to our customers.
3. Semi-annual hydrant flushing program.
4. Year 2 of 5 for water meter automatic read conversion and equipment installation.

5. Public Works Committee and Council approval for water system interconnect with Madison Water Utility at Industrial Drive and Nob Hill intersection, and Monona Drive and Winnequah Road intersection in 2012.

GOALS NOT ACHIEVED:

		2008	2009	2010	TO DATE	2011	2011	2012	2012	2012	
		ACTUAL	ACTUAL	ACTUAL	6/30/11	YEAR END	BUDGET	BUDGET	COMMITTEE	Proposed	ADOPTED
						ESTIMATED			BUDGET	BUDGET	BUDGET
---	MAINTENANCE OF SERVICES										
600-65-65200-110	MAINTENANCE OF SERVICE SALARIES	17,264	19,013	15,485	5,629	19,000	20,954	21,528	21,528	21,528	21,528
600-65-65200-120	MAINT OF SERVICE SALARIES OT	564	1,195	222	8	300	900	900	900	900	900
600-65-65200-220	MAINT OF SERVICE OUTSIDE SERVICES	-	10,004	543	-	1,000	2,000	1,800	1,800	1,800	1,800
600-65-65200-340	SERVICES- MATERIAL & REPAIR	1,073	3,540	2,904	40	500	1,000	1,000	1,000	1,000	1,000
---		18,901	\$33,752	19,154	5,677	20,800	24,854	25,228	25,228	25,228	25,228

---	MAINTENANCE OF METERS										
600-65-65300-110	MAINTENANCE OF METERS SALARIES	10,423	11,996	16,296	21,186	17,000	14,577	14,976	14,976	14,976	14,976
600-65-65300-120	MAINT OF METERS SALARIES OT	96	31	75	66	75	100	100	100	100	100
600-65-65300-220	METER- OUTSIDE SERVICES	-	143	(323)	-	250	500	500	500	500	500
600-65-65300-340	METER- MATERIALS & REPAIR	231	445	646	223	250	500	500	500	500	500
---		10,750	\$12,615	16,694	21,475	17,575	15,677	16,076	16,076	16,076	16,076

---	MAINTENANCE OF HYDRANTS										
600-65-65400-110	MAINT OF HYDRANTS SALARIES	5,902	9,843	7,407	5,064	7,000	6,833	7,020	7,020	7,020	7,020
600-65-65400-120	MAINT OF HYDRANTS SALARIES OT	8	311	222	-	100	100	100	100	100	100
600-65-65400-340	HYDRANTS- MATERIALS & REPAIR	225	5,346	3,549	100	1,500	1,500	1,500	1,500	1,500	1,500
---		6,135	\$15,500	11,178	5,164	8,600	8,433	8,620	8,620	8,620	8,620

---	MAINTENANCE OF TELEMETRY SYSTEM										
600-65-65500-110	MAINT OF TELEMETRY SALARIES	771	199	945	633	1,266	1,822	1,872	1,872	1,872	1,872
600-65-65500-120	MAINT OF TELEMETRY SALARIES OT	451	646	1,185	569	1,200	700	700	700	700	700
600-65-65500-220	TELEMETRY- OUTSIDE SERVICES	-	-	-	-	25	500	500	500	500	500
600-65-65500-340	TELEMETRY- MATERIALS & REPAIR	-	564	-	-	25	500	500	500	500	500
---		1,222	\$1,409	2,130	1,202	2,516	3,522	3,572	3,572	3,572	3,572

---	CUSTOMER ACCOUNTS EXPENSE										
600-90-90100-213	METER READING LABOR	3,097	2,177	1,972	1,395	2,790	2,812	2,812	2,812	2,812	2,812
600-90-90200-110	ACCOUNTING & COLLECTING LABOR	13,338	12,514	8,747	3,895	7,790	12,249	12,249	12,249	12,249	12,249
600-90-90200-117	LONGEVITY PAY	-	-	-	-	-	-	-	-	-	-
600-90-90300-310	SUPPLIES & EXPENSE	786	72	957	-	700	700	700	700	700	700
600-90-90400-390	UNCOLLECTIBLE ACCOUNTS	-	-	-	-	-	-	-	-	-	-
---		17,221	\$14,763	11,676	5,290	11,280	15,761	15,761	15,761	15,761	15,761

WATER UTILITY

ACCOUNT JUSTIFICATIONS

REVENUES

OPERATING REVENUES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-46-48110-000 INTEREST AND DIVIDEND INCOME	\$ 11,000	Estimated interest earnings.
600-46-46000-000 UNMETERED SALES TO GEN. CUST.	\$1,000	Based on history.
600-46-46100-000 METERED RESIDENTIAL SALES	\$ 550,000	Based on history
600-46-46110-000 METERED COMMERCIAL SALES	\$ 332,000	Based history
600-46-46200-000 PRIVATE FIRE PROTECTION	\$ 82,000	Private fire protection based on current customers and current rates.
600-46-46300-000 PUBLIC FIRE PROTECTION	\$ 520,000	Based on history
600-46-46400-000 SALES TO PUBLIC AUTHORITIES	\$ 10,000	Based on recent history.
600-46-47000-000 FORFEITED DISCOUNTS	\$ 10,000	Based on historical experience.
600-46-47010-000 MISC. SERVICE REVENUES	\$ -0-	Based on historical experience
600-46-47400-000 OTHER REVENUES	\$ 8,000	Sewer allocation

EXPENDITURES

PUMPING EXPENSES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-62-62000-110 PUMPING LABOR	\$ 16,848	Full-time labor.
600-62-62010-120 PUMPING LABOR OT	\$ 3,500	Estimated overtime costs.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-62-62200-220 POWER PURCHASE	\$ 110,250	Electrical charges for operations of pumps and related equipment at the wells.
600-62-62300-340 PUMPING SUPPLIES AND EXPENSE	\$ 1,000	Supplies for general operation and water bills.
600-62-62500-350 MAINTENANCE OF PUMPING PLANT	\$ 3,500	Repair of well pumping equipment.

WATER TREATMENT

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-63-63000-110 SALARIES	\$ 4,680	Full-time labor.
600-63-63000-120 SALARIES OVERTIME	\$ 200	Estimated on past experience
600-63-63100-220 WATER ANALYSIS OUTSIDE SERVICES	\$ 5,000	Laboratory analysis of USEPA mandated water quality testing.
600-63-63100-390 CHEMICALS	\$ 13,843	Purchase of fluoride and chlorine.
600-62-63200-340 SUPPLIES	\$ 0	Supplies for general operation of treatment and testing equipment.
600-63-63500-350 MAINTENANCE OF EQUIPMENT	\$ 2,000	Maintenance of water treatment equipment.

MAINTENANCE RESERVOIRS/TOWER

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-65-65000-110 SALARIES	\$ 936	Full-time labor.
600-65-65000-120 OVERTIME SALARIES	\$ 300	Estimated overtime costs.
600-65-65000-340 MATERIAL AND REPAIR	\$ -0-	Maintenance and repair materials for reservoirs and towers.

MAINTENANCE - MAINS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-65-65100-110 SALARIES	\$ 16,380	Full-time labor.
600-65-65100-120	\$ 9,000	Estimated overtime costs.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
OVERTIME SALARIES		
600-65-65100-220 OUTSIDE SERVICES	\$ 10,000	Contract services for excavating watermain breaks and emergency watermain break repair crews.
600-65-65100-340 MATERIAL AND REPAIR	\$ 8,000	General supplies include pipe, repair sleeves, valves, pumps, sand, gravel, cold mix asphalt, tools.

MAINTENANCE - SERVICES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-65-65200-110 SALARIES	\$ 21,528	Full-time labor.
600-65-65200-120 OVERTIME SALARIES	\$ 900	Estimated overtime costs.
600-65-65200-220 OUTSIDE SERVICES	\$ 1,800	Contract services for excavating leaky service laterals.
600-65-65200-340 MATERIAL AND REPAIR	\$ 1,000	General supplies include valves, sand, gravel, pipe, Corp stops, copper tubing.

MAINTENANCE - METERS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-65-65300-110 SALARIES	\$ 14,976	Full-time labor.
600-65-65300-120 OVERTIME SALARIES	\$ 100	Estimated overtime costs.
600-65-65300-220 OUTSIDE SERVICES	\$ 500	Contract services for testing and repair of commercial meters.
600-65-65300-340 MATERIAL AND REPAIR	\$ 500	General supplies for installation and repair of water meters.

MAINTENANCE - HYDRANTS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-65-65400-110 SALARIES	\$ 7,020	Full-time labor.
600-65-65400-120 OVERTIME SALARIES	\$ 100	Estimated overtime costs.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-65-65400-340 MATERIAL AND REPAIR	\$ 1,500	General supplies for hydrant maintenance and repair.

MAINTENANCE - TELEMETRY SYSTEM

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-65-65500-110 SALARIES	\$ 1,872	Full-time labor.
600-65-65500-120 OVERTIME SALARIES	\$ 700	Estimated overtime costs.
600-65-65500-220 OUTSIDE SERVICES	\$ 500	Support services for telemetry system. Includes phone service for telemetry.
600-65-65500-340 MATERIALS AND REPAIR	\$ 500	General supplies to support telemetry

CUSTOMER ACCOUNTS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-90-90100-213 METER READING LABOR	\$ 2,812	Contract services for meter reading. Includes inside/outside reading comparisons.
600-90-90200-110 ACCT/COLLECTION SALARIES	\$ 12,249	This account is charged for 45% of the Utility Billing Clerk salary.
600-90-90200-117 LONGEVITY	\$ 0	
600-90-90300-310 SUPPLIES AND EXPENSE	\$ 700	Includes all office and data processing supplies as well as forms for the Utility billing function.
600-90-90400-390 UNCOLLECTIBLE ACCOUNTS	\$ -0-	None expected.

ADMINISTRATIVE AND GENERAL

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-92-92000-110 GENERAL ADMINISTRATIVE SALARIES	\$ 90,981	General administrative salaries allocated to Water Utility.
600-92-92000-111 UTILITY MANAGEMENT SALARIES	\$ -0-	
600-92-92000-120 OVERTIME	\$ -0-	

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-92-92000-211 DATA PROCESSING SERVICES	\$ 20,000	This account is charged for the amount payable to the General Fund for use of computer and for programming.
600-92-92300-310 OFFICE SUPPLIES	\$ -0-	Supplies to support administrative functions.
600-92-92100-312 POSTAGE	\$ 5,000	Postage for Water Utility function.
600-92-92300-210 CITY ATTORNEY	\$ 0	Legal charges, estimated amount.
600-92-92300-212 AUDIT FEES	\$ 4,000	Based on contract.
600-92-92300-214 OUTSIDE SERVICES	\$0	
600-92-92400-510 INSURANCE	\$ 27,100	Includes property, liability and workmen's compensation insurance payable to General Fund.
600-92-92600-118 LEAVE WAGES	\$ 9,360	Full-time leave wages.
600-92-92600-131 WISCONSIN RETIREMENT	\$ 24,155	Wisconsin Retirement at 11.5%.
600-92-9600-132 LIFE AND DISABILITY INSURANCE	\$ 516	City share of life/disability insurance.
600-92-92600-133 HEALTH INSURANCE	\$ 61,015	Health, dental and vision insurance.
600-92-92800-215 REG. COMMISSION	\$ 1,100	Estimated amount.
600-92-93000-390 MISCELLANEOUS GENERAL EXPENSE	\$ 12,000	Uniform allowance, safety equipment, professional development, operator certification, Digger's Hotline telephone service, and mobile phones.
600-92-93000-391 MANAGEMENT OFFICE RENTAL	\$ 8,900	City Hall office space allocation to the Utility.
600-92-93300-110 MECHANIC SALARIES	\$ 5,325	Full-time labor.
600-92-93300-350 TRANSPORTATION EXPENSES	\$ 3,800	Allocation of management vehicles to the Utility.
600-92-93300-351 EQUIP. SUPPLIES/REPAIR	\$ 100	Supplies and repair of miscellaneous Utility equipment.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
600-92-93300-370 EQUIP. FUEL/LUB.	\$ 4,000	Gas, oil, and lubrication for Utility vehicles.
600-92-93300-530 GARAGE RENTAL	\$ 27,300	DPW garage space allocated to the Utility.
600-92-93300-535 GIS MAPPING SERVICES	\$ 3,500	Mapping services cost allocation for GIS system maintenance and upgrade.
600-99-40300-540 DEPRECIATION	\$ 220,000	Estimated amount.
600-99-42600-540 DEPRECIATION	\$19,671	Contributed capital.
600-99-40800-541 TAXES	\$ 15,660	Property tax and FICA.
600-99-40800-542 UTILITY TAX EQUILEVANT	\$ 214,000	Property taxes.
600-99-42700-620 INTEREST ON LONG TERM DEBT	\$ 275,321	Interest on mortgage revenue bonds.
600-99-43000-620 INTEREST ON DEBT TO CITY	\$ 69,236	
600-99-42800-691 REGULATORY LIABILITY	\$ (13,443)	Per PSC.
600-99-42900-690 AMORTIZATION DEBT/DISC/EXP	\$ (1,845)	Scheduled amount.
600-99-43000-630 LOSS ON REFUNDING	\$ 5,263	Per Amortization Schedule.
600-99-432900-690 AMORTIZATION OF DEBT PREMIUM	\$ 15,321	Per Amortization Schedule.

**ENTERPRISE FUND
DEPARTMENT
PROGRAM BUDGET
ACCOUNT**

**Sewer Utility
Sewer Operations
601**

MISSION OF DEPARTMENT:

Provide sanitary sewer collection and pumping services throughout the City with treatment and disposal provided by the Madison Metropolitan Sewerage District.

CHALLENGES AND OPPORTUNITIES AHEAD:

1. Maintenance of aging infrastructure and financing the improvements.
2. Replacement of aging sewer main along Monona Drive.

LONG-TERM GOALS FOR THE DEPARTMENT:

1. Continue to communicate utility duties and responsibilities to the general public, the City Council and the Public Works Committee.
2. Slip lining of sanitary sewer mains that is more cost effective than replacement.
3. Upgrade utility infrastructure mapping and recordkeeping.
4. Identify backup power needs for sanitary sewer lift stations.
5. Slip lining of sanitary sewer mains in low lying areas to reduce infiltration.
6. Upgrade of Supervisory Control and Data Acquisition (SCADA) system.
7. Clean and televise 1/4 (25%) of the sanitary sewer collection system each year.

SIGNIFICANT PROGRAM CHANGES:

1. Increase in cost for employee benefits (retirement, health insurance).

GOAL ACHIEVEMENTS IN 2011:

1. Cleaning and televising of 80,000 feet of sanitary sewer main.
2. Spot repairs to mains in conjunction with street project.
3. Provide backup power to Oneida Park sanitary sewer lift station.

GOALS NOT ACHIEVED:

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET	
---	SEWER UTILITY										
---	REVENUES										
601-46-46410-000	FORFEITED DISCOUNTS	6,771	10,114	15,035	4,527	10,000	8,000	6,000	6,000	6,000	
601-46-46410-100	METERED SALES-RESIDENTIAL	516,210	550,544	685,882	320,819	700,000	700,000	694,000	694,000	694,000	
601-46-46410-200	METERED SALES-COMMERCIAL	291,444	316,734	410,169	181,605	390,000	400,000	398,000	398,000	398,000	
601-46-46900-100	MISCELLANEOUS SERVICE REVENUES	-	18,123	-	-	-	-	-	-	-	
601-46-46900-200	OTHER SEWER REVENUES	-	-	-	-	-	-	-	-	-	
601-46-47340-000	SALES TO PUBLIC AUTHORITIES	10,844	7,867	8,468	4,255	11,000	11,000	11,000	11,000	11,000	
601-46-48110-000	INTEREST AND DIVIDEND INCOME	47,425	11,173	5,114	-	6,000	6,000	9,000	9,000	9,000	
---		872,694	\$914,555	1,124,668	511,206	1,117,000	1,125,000	1,118,000	1,118,000	1,118,000	
---	EXPENSES										
---	OPERATIONS & MAINTENANCE EXPENSES										
601-62-62000-110	MECHANIC SALARIES	-	-	100	102	10,000	2,662	2,736	2,736	2,736	
601-62-62000-220	POWER PURCHASE-LIFT STATIONS	10,449	8,446	8,302	3,981	10,000	10,000	10,500	10,500	10,500	
601-62-62000-290	DISPOSAL SERVICE MMSD	457,610	491,957	481,150	125,310	515,000	525,000	525,000	525,000	525,000	
601-62-62000-351	EQUIPMENT SUPPLIES & REPAIR	578	260	-	-	-	500	300	300	300	
601-62-62000-370	FUELS & ADDITIVES	-	-	-	-	-	-	-	-	-	
---		468,637	\$500,663	489,552	129,393	535,000	538,162	538,536	538,536	538,536	
---	MAINTENANCE OF LIFT STATIONS										
601-64-64000-110	LIFT STATION SALARIES	8,713	7,678	7,867	5,280	10,560	7,744	7,956	7,956	7,956	
601-64-64000-120	LIFT STATION SALARIES- OT	3,231	1,973	1,560	1,543	2,000	2,000	4,043	4,043	4,043	
601-64-64000-220	LIFT STATION-OUTSIDE SERVICES	9,422	3,775	4,595	5,859	7,000	4,000	4,000	4,000	4,000	
601-64-64000-340	LIFT STATION MATERIALS & REPAIR	-	-	-	-	-	500	500	500	500	
---		21,366	\$13,426	14,022	12,682	19,560	14,244	16,499	16,499	16,499	
---	MAINTENANCE OF MAINS & LATERALS										
601-65-65100-110	MAINT OF MAINS SALARIES	2,077	373	74	44	500	1,367	1,404	1,404	1,404	
601-65-65100-120	MAINT OF MAINS SALARIES OT	961	171	243	-	100	500	800	800	800	
601-65-65100-220	MAINS- OUTSIDE SERVICES	86,404	77,193	88,079	8,885	87,000	85,000	79,417	79,417	79,417	
601-65-65100-340	MAINS- MATERIAL & REPAIR	-	-	-	-	-	-	-	-	-	
---		\$89,442	\$77,737	88,396	8,929	87,600	86,867	81,621	81,621	81,621	
---	MAINTENANCE OF SEWER MANHOLES										
601-65-65110-110	MAINT OF MANHOLES SALARIES	243	767	128	131	1,000	2,278	2,340	2,340	2,340	
601-65-65110-120	MAINT OF MANHOLES SALARIES OT	141	165	(62)	-	-	-	105	105	105	
601-65-65110-220	MANHOLES- OUTSIDE SERVICES	-	7,772	1,400	700	4,300	2,000	1,500	1,500	1,500	
601-65-65110-340	MANHOLES- MATERIALS & REPAIR	-	-	-	-	100	500	500	500	500	
---		384	\$8,704	1,466	831	5,400	4,778	4,445	4,445	4,445	
---	MAINTENANCE OF METERS										
601-65-65300-110	MAINTENANCE OF METERS SALARIES	10,483	11,996	16,296	-	16,300	11,388	11,700	11,700	11,700	
601-65-65300-120	MAINT OF METERS SALARIES OT	96	31	75	-	-	-	-	-	-	
601-65-65300-220	METER- OUTSIDE SERVICES	-	143	323	-	250	500	500	500	500	
601-65-65300-340	METER- MATERIALS & REPAIR	231	446	-	-	250	400	400	400	400	
---		10,810	\$12,616	16,694	-	16,800	12,288	12,600	12,600	12,600	
---	CUSTOMER ACCOUNTS EXPENSE										
601-90-90100-213	METER READING LABOR	1,747	2,177	1,972	1,395	2,790	2,700	2,700	2,700	2,700	
601-90-90200-110	ACCOUNTING & COLLECTING LABOR	13,338	12,514	8,747	3,894	7,788	12,249	12,249	12,249	12,249	
601-90-90200-117	LONGEVITY PAY	-	-	-	-	-	-	-	-	-	
601-90-90300-310	SUPPLIES & EXPENSE	786	-	239	-	500	500	500	500	500	

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
601-90-90400-390 UNCOLLECTIBLE ACCOUNTS	-	-	-	-	-	-	-	-	-	-
---	15,871	\$14,691	10,958	5,289	11,078	15,449	15,449	15,449	15,449	15,449

SEWER UTILITY

ACCOUNT JUSTIFICATIONS

REVENUES

OPERATING REVENUES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-46-46410-000 FORFEITED DISCOUNTS	\$ 6,000	Based on historical experience.
601-46-46410-100 METERED SALES – RESIDENTIAL	\$ 694,000	Based on historical experience
601-46-46410-200 METERED SALES – COMMERCIAL	\$ 398,000	Based on historical experience
601-46-47240-000 SALES TO PUBLIC AUTHORITIES	\$ 11,000	Based on historical experience
601-46-48110-000 INTEREST AND DIVIDEND INCOME	\$ 9,000	Based on history.

EXPENDITURES

OPERATIONS AND MAINTENANCE EXPENSE

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-62-62000-110 MECHANIC SALARIES	\$ 2,736	Full time labor.
601-62-62000-220 POWER PURCHASE - LIFT. STA	\$ 10,500	Electrical charges for eight (8) lift stations.
601-62-62000-290 DISPOSAL SERVICE – MMSD	\$ 525,000	MMSD
601-62-62000-351 EQUIPMENT SUPPLIES/REPAIRS	\$300	Supplies for sewer maintenance operations.
601-62-62000-370 FUEL AND ADDITIVES	\$ 0	Gas, oil, and lubrication of Utility vehicles.

MAINTENANCE - LIFT STATIONS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-64-64000-110 SALARIES	\$ 7,956	Labor for maintaining lift stations.
601-64-64000-120 OVERTIME SALARIES	\$ 4,043	Estimated overtime costs.
601-64-64000-220 OUTSIDE SERVICES	\$ 4,000	Contract services for lift station component repair outside the capabilities of City personnel.
601-64-64000-340 MATERIAL/REPAIR	\$ 500	Supplies and repairs to support the function.

MAINTENANCE - MAINS/LATERALS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-65-65100-110 SALARIES	\$ 1,404	Labor for cleaning and maintaining sewer mains.
601-65-65100-120 OVERTIME	\$ 800	Estimated overtime costs.
601-65-65100-220 OUTSIDE SERVICES	\$ 79,417	Contract services for sewer televising and sewer main maintenance.
601-65-65100-340 MATERIALS/REPAIRS	\$ -0-	Supplies to support sewer main maintenance function.

MAINTENANCE - MANHOLES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-65-65110-110 SALARIES	\$ 2,340	Full time labor.
601-65-65110-120 OVERTIME SALARIES	\$105	
601-65-65110-220 OUTSIDE SERVICES	\$ 1,500	Contract services for manhole repair.
601-65-65110-340 MATERIALS/REPAIRS	\$ 500	Materials and supplies to support minor repairs of manholes.

MAINTENANCE - METERS

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-65-65300-110 SALARIES	\$ 11,700	Labor for meter maintenance.
601-65-65300-120 OVERTIME SALARIES	\$ -0-	
601-65-65300-220 OUTSIDE SERVICES	\$ 500	Maintenance and repair of commercial meters.
601-65-65300-340 MATERIALS/REPAIRS	\$ 400	Supplies for the function.

CUSTOMER ACCOUNTS EXPENSE

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-90-90100-213 METER READING LABOR	\$ 2,700	Contract services for meter reading. Includes inside/outside reading comparisons.
601-90-90200-110 ACCOUNTING AND COLLECTING LABOR	\$ 12,249	This account is charged for 45% of the Utility Billing Clerk's salary.
601-90-90200-117 LONGEVITY	\$ 0	
601-90-90300-310 SUPPLIES AND EXPENSE	\$ 500	Includes all office supplies and data processing supplies as well as forms for the Utility billing function.
601-90-90400-390 UNCOLLECTIBLE ACCOUNTS	\$ -0-	None expected.

ADMINISTRATIVE AND GENERAL

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-92-92000-110 GENERAL ADMINISTRATIVE SALARIES	\$ 61,694	General administrative salaries allocated to Sewer Utility.
601-92-92000-117 LONGEVITY	\$ 208	
601-92-92000-211 DATA PROCESSING SERVICES	\$ 19,000	This account is charged for the amount payable to the General Fund for use of the computer and programming services.

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-92-92100-312 POSTAGE	\$4,500	Postage for Sewer Utility billings.
601-92-92100-310 OFFICE SUPPLIES & EXPENSES	\$ 200	Based on historical experience.
601-92-92300-210 CITY ATTORNEY	\$ -0-	City Attorney estimated fees.
601-92-92300-212 AUDIT FEES	\$ 4,000	Based on contract.
601-92-92300-240 OUTSIDE SERVICES	\$ -0-	Consultant and professional services.
601-92-92400-510 INSURANCE	\$ 9,750	Includes property, liability, and workmen's compensation insurance.
601-92-92600-118 LEAVE WAGES	\$ 2,340	
601-92-92600-131 WISCONSIN RETIREMENT	\$ 11,248	Wisconsin Retirement at 11.5%.
601-92-92600-132 LIFE AND DISABILITY INSURANCE	\$ 154	City share of life/disability insurance.
601-92-92600-133 HEALTH INSURANCE	\$ 28,106	Health, dental and vision insurance.
601-92-93000-390 MISCELLANEOUS GENERAL EXPENSE	\$ 5,000	Uniform allowance, safety equipment, professional development and joint meter expenses.
601-92-93000-391 MANAGEMENT OFFICE RENTALS	\$ 5,600	City Hall office space allocated to Utility.
601-92-93300-390 GARAGE RENTAL	\$ 4,900	DPW garage space allocated to Utility.
60-92-93300-535 GIS MAPPING SERVICES	\$ 3,500	
601-92-93300-720 PUBLIC WORKS OVERHEAD ALLOCATION	\$ 3,970	

OTHER EXPENSES

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
601-99-40300-540 DEPRECIATION	\$ 110,000	Based on estimated plant additions and retirement.
601-99-40800-541 TAXES	\$ 8,229	Amount payable to Water Utility for joint meter expense and FICA .
601-99-43000-619 PRINCIPAL ON LONG TERM DEBT	\$ -0-	
601-99-43000-621 INTEREST ON LONG TERM DEBT	\$ 34,362	Based on repayment schedule.
601-99-43000-620 INTEREST ON DEBT TO CITY	\$ 16,400	Based on repayment schedule.

	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	TO DATE 6/30/11	2011 YEAR END ESTIMATED	2011 BUDGET	2012 BUDGET	2012 COMMITTEE BUDGET	2012 Proposed BUDGET	2012 ADOPTED BUDGET
TRANSIT										
REVENUES										
602-46-41110-000	32,748	33,080	35,600	48,833	46,690	46,690	38,812	38,812	46,381	46,381
602-46-43530-000	112,697	115,575	77,121	-	100,760	100,760	102,896	102,896	123,272	123,272
602-46-46390-400	4,016	4,746	5,877	2,848	6,000	6,000	6,000	6,000	6,000	6,000
602-46-46390-401	20,941	16,953	19,878	9,795	17,000	16,000	16,000	16,000	16,000	16,000
602-46-46390-402	360	420	540	60	600	1,000	1,000	1,000	1,000	1,000
602-46-46390-403	5,520	4,440	5,415	2,100	5,000	5,000	5,000	5,000	5,000	5,000
602-46-46390-405	-	-	-	-	-	-	-	-	-	-
602-46-46900-000	-	-	-	-	1,200	1,200	1,200	1,200	1,200	1,200
602-46-46900-100	10,000	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000
602-46-48110-000	842	246	604	-	200	200	200	200	200	200
602-46-49300-000	-	-	-	-	-	-	-	-	-	-
602-46-49210-000	-	-	-	-	-	-	-	-	-	-
	187,124	\$185,460	155,035	63,636	187,450	186,850	181,108	181,108	209,053	209,053
EXPENSES										
602-53-53520-110	2,378	2,417	2,515	1,334	2,569	2,569	2,646	2,646	2,569	2,569
602-53-53520-117	-	-	-	-	-	-	-	-	-	-
602-53-53520-120	-	-	-	-	-	-	-	-	-	-
602-53-53520-130	180	181	187	91	197	197	202	202	197	197
602-53-53520-131	252	251	276	142	283	283	291	291	283	283
602-53-53520-132	5	6	6	3	10	10	10	10	10	10
602-53-53520-133	490	499	552	297	541	541	541	541	541	541
602-53-53520-134	-	-	-	-	-	-	-	-	-	-
602-53-53520-210	-	-	-	-	-	-	-	-	-	-
602-53-53520-212	-	-	-	-	-	-	-	-	-	-
602-53-53520-221	-	-	-	-	-	-	-	-	-	-
602-53-53520-290	91,165	89,635	92,841	39,278	94,000	172,240	177,407	177,407	172,240	172,240
Additional 14 hours	-	-	-	-	-	-	-	-	28,203	28,203
602-53-53520-292	-	-	-	-	-	-	-	-	-	-
602-53-53520-291	78,503	75,658	79,020	33,666	80,000	-	-	-	-	-
602-53-53520-312	11	-	-	-	-	10	10	10	10	10
602-53-53520-354	-	142	-	-	-	-	-	-	-	-
602-53-53520-390	-	-	-	100	11,000	11,000	-	-	-	-
602-53-53520-391	-	-	-	300	-	-	-	-	5,000	5,000
602-53-53520-510	-	-	-	-	-	-	-	-	-	-
602-53-53520-511	-	-	-	-	-	-	-	-	-	-
602-53-53520-540	-	-	-	-	-	-	-	-	-	-
602-53-53520-620	-	-	-	-	-	-	-	-	-	-
	172,984	\$168,789	175,397	75,211	188,600	186,850	181,108	181,108	209,053	209,053
ESTIMATED FUND BALANCE			50,708			-			-	
			CURRENT YEAR		PROPOSED	DIFFERENCE				
PERSONNEL			3,600		3,600	0%				
NON-PERSONNEL			183,250		205,453	12%				
TOTAL			186,850		209,053	12%				

**2012
CAPITAL PROJECT SUMMARY**

Adopted December 5, 2011
Monona City Council

	TOTAL	GO BONDS	ASSESS-MENTS	TIF	SEWER BONDS	OTHER REVENUES	CAPITAL RESERVES	STORM WATER BONDS	STORM WATER ASSESSMENTS	STORM WATER OTHER	WATER RESERVES	WATER BONDS
ADMINISTRATION												
Information Technology Upgrades	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BUILDINGS - CITY HALL												
Facilities Rehabilitation	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Access/Security- All Doorway/Non Public	18,000	18,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 118,000	\$ 118,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LAW ENFORCEMENT												
Squad Cars (3)	\$ 53,500	\$ 53,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Portable radios	12,500	12,500	-	-	-	-	-	-	-	-	-	-
Digital Patroller Server	5,000	5,000	-	-	-	-	-	-	-	-	-	-
Squad Laptop	9,000	9,000	-	-	-	-	-	-	-	-	-	-
Weapon Updates	3,000	3,000	-	-	-	-	-	-	-	-	-	-
Training weapons	1,000	1,000	-	-	-	-	-	-	-	-	-	-
Taser Replacement	2,000	2,000	-	-	-	-	-	-	-	-	-	-
Digital Video	9,000	9,000	-	-	-	-	-	-	-	-	-	-
Drying Rack	8,000	8,000	-	-	-	-	-	-	-	-	-	-
Bathroom Remodels	24,000	24,000	-	-	-	-	-	-	-	-	-	-
Office Furniture	1,000	1,000	-	-	-	-	-	-	-	-	-	-
Carpet/Paint	10,000	10,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 138,000	\$ 138,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE PROTECTION												
Firefighter Personal Protective Equipment-PPE	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Hose Replacement LDH	12,000	12,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 24,000	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EMS												
Replace Rescue 62	\$ 175,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AED Replacement	10,500	10,500	-	-	-	-	-	-	-	-	-	-
Total	\$ 185,500	\$ 185,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2012

CAPITAL PROJECT SUMMARY

Adopted December 5, 2011
 Monona City Council

	TOTAL	GO BONDS	ASSESS-MENTS	TIF	SEWER BONDS	OTHER REVENUES	CAPITAL RESERVES	STORM WATER BONDS	STORM WATER ASSESSMENTS	STORM WATER OTHER	WATER RESERVES	WATER BONDS
Emergency Communications												
Narrowband VHF	\$ 35,210	\$ 35,210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Radio Console Upgrades	52,025	52,025	-	-	-	-	-	-	-	-	-	-
Voter Replacement	18,280	18,280	-	-	-	-	-	-	-	-	-	-
Dane Com Radios	13,952	13,952	-	-	-	-	-	-	-	-	-	-
PD and FD Speakers	5,297	5,297	-	-	-	-	-	-	-	-	-	-
Chair Replacement	1,000	1,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 125,764	\$ 125,764	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works, Water & Sewer Utilities												
Monona Drive Reconstruction - Phase II - Construction	\$ 1,275,000	\$ 825,000	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Monona Drive Phase II Utility Construction Inspection (8%)	28,400	-	-	-	28,400	-	-	-	-	-	-	-
Monona Drive Reconstruction - Phase III -ROW	1,000,000	1,000,000	-	-	-	-	-	-	-	-	-	-
Water Meter Replacement/Upgrade to Auto Read System	68,000	-	-	-	-	-	-	-	-	-	-	68,000
2012 Street Repair and Maintenance Program	175,000	175,000	-	-	-	-	-	-	-	-	-	-
Water System Interconnect	50,000	-	-	-	-	-	-	-	-	-	-	50,000
Belle Isle Dredging	250,000	-	-	-	-	-	-	250,000	-	-	-	-
Sanitary Lift Station Generator, 3 Stations	250,000	-	-	-	250,000	-	-	-	-	-	-	-
Lift Station Control Panel Replacement, Winnequah	21,310	-	-	-	21,310	-	-	-	-	-	-	-
Storm Sewer Repair	65,000	-	-	-	-	-	-	65,000	-	-	-	-
SCADA System Upgrade	60,000	-	-	-	28,200	-	-	12,000	-	-	-	19,800
ROW Tree Replacement Program	30,000	30,000	-	-	-	-	-	-	-	-	-	-
2012 Sidewalk Improvements Program	16,000	16,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 3,288,710	\$ 2,046,000	\$ -	\$ -	\$ 727,910	\$ -	\$ -	\$ 327,000	\$ -	\$ -	\$ -	\$ 187,800
PUBLIC WORKS - EQUIPMENT												
Plow Truck with Snow/Ice Control Equipment	\$ 155,000	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mower	55,000	55,000	-	-	-	-	-	-	-	-	-	-
Mower	20,000	20,000	-	-	-	-	-	-	-	-	-	-
1/2 Ton Pickup	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Valve Turner	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 280,000	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2012

CAPITAL PROJECT SUMMARY

Adopted December 5, 2011
 Monona City Council

	TOTAL	GO BONDS	ASSESS-MENTS	TIF	SEWER BONDS	OTHER REVENUES	CAPITAL RESERVES	STORM WATER BONDS	STORM WATER ASSESSMENTS	STORM WATER OTHER	WATER RESERVES	WATER BONDS
PARKS												
Winnequah Park Shelter Retrofit	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ahuska - Baseball Field Drainage Improvement	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Oneida Shelter Design	20,000	20,000	-	-	-	-	-	-	-	-	-	-
Fireman's Park Parking Lot & Shelter	150,000	150,000	-	-	-	-	-	-	-	-	-	-
Woodland Park management plan funding	15,000	15,000	-	-	-	-	-	-	-	-	-	-
Athletic Field Aerator	6,000	6,000	-	-	-	-	-	-	-	-	-	-
Forst Woods Park Improvements	75,000	75,000	-	-	-	-	-	-	-	-	-	-
Winnequah Gazbo Improvements	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Ahuska - Utility building for storage by baseball field	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Playground Safety Improvements	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Ahuska - Plumbing Improvements to Concessions	10,000	10,000	-	-	-	-	-	-	-	-	-	-
Benchesm trash cans, picnic tables	5,000	5,000	-	-	-	-	-	-	-	-	-	-
Skate Park Electrical Improvements	10,000	10,000	-	-	-	-	-	-	-	-	-	-
Dream Park Playground Surfing	10,000	10,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 481,000	\$ 401,000	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LIBRARY												
Patron Seating Furniture Replacement	\$ 6,320	\$ 6,320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RFID Circulation system implementation -Phase 1	67,707	67,707	-	-	-	-	-	-	-	-	-	-
Total	\$ 74,027	\$ 74,027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COMMUNITY CENTER												
Copier ¹	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lounge Room Improvements	15,000	15,000	-	-	-	-	-	-	-	-	-	-
Floor Scrubber Replacement	4,000	4,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 27,000	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2012

CAPITAL PROJECT SUMMARY

Adopted December 5, 2011
 Monona City Council

	TOTAL	GO BONDS	ASSESS-MENTS	TIF	SEWER BONDS	OTHER REVENUES	CAPITAL RESERVES	STORM WATER BONDS	STORM WATER ASSESSMENTS	STORM WATER OTHER	WATER RESERVES	WATER BONDS
SENIOR CENTER												
Flooring - Monona Room, Office and Lounge	\$ 6,400	\$ 6,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Painting Senior Center	4,500	4,500	-	-	-	-	-	-	-	-	-	-
Total	\$ 10,900	\$ 10,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
POOL												
Commercial Sand Filter Replacement	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accessibility Lift	10,000	10,000	-	-	-	-	-	-	-	-	-	-
Pool Fencing/Netting facing Softball Field	10,000	10,000	-	-	-	-	-	-	-	-	-	-
New Sound System	7,500	7,500	-	-	-	-	-	-	-	-	-	-
Concession Stand Concrete Expansion	15,000	15,000	-	-	-	-	-	-	-	-	-	-
Total	\$ 117,500	\$ 117,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CATV												
Replacement - Studio Camera	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 4,925,401	\$ 3,582,691	\$ -	\$ -	\$ 727,910	\$ 100,000	\$ -	\$ 327,000	\$ -	\$ -	\$ -	\$ 187,800